SEP 3 1986

MONTANA STATE LIBRARY
930 East Lyndale Avenue
Helena, Montana 59601

STATE DOCUMENTS

COMMISSION MEMBERS		TERMS	
Miss Kathleen Campbell 20 years	(Missoula, Chairman)	May, 1946 - May, 1966	Original member
Mrs. Norman Ackley 1 year	(Lewistown)	May, 1945 - Oct. 1945	Original member Resigned
Mrs. Wallace Perham 3 years	(Glendive)	May, 1945 - May, 1948	Original member
Mrs. R. C. Dillavou 2 years (3 years)	(Billings)	May, 1945 - May 1950	Original member
Miss Elizabeth Ireland 3 years	(Helena)	May, 1945 - Dec. 1948	P.S.P.I.
Miss Margaret Fulmer 1 year (3 years)	(Great Falls)	Nov., 1945 - May, 1952	Completed Ackley's term and reappointed
Mrs. D. C. Warren 3 years	(Glendive)	May, 1948 - May, 1951	Replaced Perham
Mrs. John B. Fraser 3 years	(Billings)	May, 1950 - May, 1953	Replaced Dillavou
Mrs. Peter Sattler 3 years	(Glendive)	May, 1951 - May, 1954	Replaced Warren
Mrs. Leo C. Graybill 3 years	(Great Falls)	May, 1952 - May, 1955	Replaced Fulmer
Miss Mary M. Condon 8 years	(Helena)	Jan., 1949 - Dec., 1956	Replaced Ireland P.S.P.I.
Miss Harriet Miller	(Helena)	Jan., 1957 - to date	Replaced Condon P.S.P.I.
Mrs. R. L. Ewing 9 years	(Bozeman)	May, 1953 - May, 1962	Replaced Fraser
Mrs. J. B. Mast 3 years	(Bozeman)	May, 1954 - May, 1963	Replaced Sattler
Mrs. Frank Fulton 1 year	(Plevna)	June, 1955 - Sept., 1956	Replaced Graybill Resigned
Dr. Amos R. Little 1 year (3 years)	(Helena	Jan., 1957 - May, 1961	Completed Fulton's term and reappointed
Mrs. Joe C. King 3 years	(Winnett)	May, 1961 - May, 1964	Replaced Dr. Little
Mrs. Walter Houchen 3 years (2 years)	(Fairview)	May, 1962 - May, 1965 May, 1965 - May, 1967	Replaced Ewing Resigned
Mr. William L. Baillie 3 years	(Great Falls) (Chairman)	May, 1963 - May, 1966 May, 1966 - to date	Replaced Mast

Mrs. A. O. Pemberton 3 years	(Broadus)	May, 1964 - May, 1967 May, 1967 - to date	Replaced King Reappointed
Dean Earle Thompson	(Missoula)	May, 1966 - to date	Replaced Campbell
Mr. N. J. Traynor	(Scobey)	May, 1967 - to date	Replaced Houchen

By-Laws
for the
Montana State Library Commission

Meetings. The Montana State Library Commission shall meet no less than twice a year, at times specified by the Chairman. Special meetings may be called from time to time as needed, by the Chairman, at the request of one member or at the request of the Librarian.

An agenda of each meeting of the Commission shall be prepared by the Librarian in consultation with the Chairman of the Commission and copies prepared for all members of the Commission. The Librarian shall send copies of the minutes of each meeting of the Commission to the members within ten days after the Meeting.

Officers. The Commission shall consist of the Librarian of the State University, the State Superintendent of Public Instruction, ex-officio member, and three members to be appointed by the governor, who shall serve for a term of three years. The members of the Commission shall receive their actual and necessary expenses. The duties of the officers shall be as follows: The Chairman shall preside at all meetings, appoint all regular and standing committees and be an ex-officio voting member of all committees. The Librarian shall act as secretary of all meetings of the Commission.

Election and term of office of Chairman. The Chairman and Vice Chairman shall be elected annually, not earlier than August and prior to January, by the majority of the Commission and shall take office on January 1st.

Quorum. Three members shall constitute a quorum.

Reports. The Librarian shall furnish copies of all publications and releases that are sent out from the Commission's library and such typewritten reports on progress of the Commission as are necessary to keep the members fully informed of all activities. At six month intervals, following January and July, complete budget reports will be presented by the Librarian. A biennial report of the work of the Commission in detail shall be presented to the governor, prior to the meeting of the State Legislature.

Amendment on By-Laws. These by-laws may be amended at any meeting of the Commission by an affirmative vote of a majority of all the members.

MONTANA
STATE LIBRARY EXTENSION COMMISSION
MISSOULA, MONTANA

OFFICE OF THE SECRETARY

MINUTES of September 18, 1946

The State Library Extension Commission met at the home of Mrs. R. C. Dillavou in Billings on September 18th. Members present were: Chairman Kathleen Campbell, Mrs. W. T. Perham, Mrs. Dillavou, Elizabeth Ireland and Secretary Ellen Torgrimson.

The problem for consideration was the preparation of a budget for the 1947-49 biennium. A tentative budget, prepared by Miss Campbell and Miss Torgrimson, had been sent by mail to all members of the Commission, and this was used as a basis for discussion.

The consensus of opinion was that the budget for the second biennium should not call for too great an increase above the original SLEC budget, lest its approval be jeopardized. Mrs. Dillavou pointed out that letters from constituents are given great consideration by the Legislators; hence, it will be important to get support from all over the state. She also stated that much depends upon the chairmanship and personnel of the Appropriations Committee.

Miss Ireland suggested that in proposing new appropriations it would be wise to study the financial set-up of the state government and to realize that the state's overall budget cannot be increased unless new sources of revenue are found. Property is taxed to the limit, she pointed out, yet there is violent opposition to a sales tax and other means of taxation. Miss Ireland expressed the opinion that in order to increase state revenues of the state, the citizens should support bills calling for new methods of taxation.

Miss Campbell suggested a change in the tentative draft of the budget - a $200.00 increase in the Secretary's salary for the year 1948-49 making it $2,900.00. The Commission approved this change and voted unanimously to approve the budget, as outlined on the attached sheet.

The meeting adjourned.

Respectfully submitted,

Ellen Torgrimson

Ellen Torgrimson, Secretary

MONTANA
STATE LIBRARY EXTENSION COMMISSION
MISSOULA, MONTANA

OFFICE OF THE SECRETARY

MINUTES OF THE SEPTEMBER 19 MEETING (1947)

The State Library Extension Commission held a meeting at Missoula on September 19 with all members present except Miss Ireland. Miss Campbell presided.

The question of adopting by-laws was brought up by Miss Campbell who appointed Miss Fulmer and Mrs. Dillavou to draw them up and submit them to the members for approval.

Miss Campbell suggested that the secretary prepare an itinerary of her travel for the year to include both in-state and out-of-state trips and an estimate of the expense. Miss Torgrimson said she did not feel that she could do this as state trips could not be planned so far in advance. Miss Campbell said she thought representation of the Commission at A.L.A. and P.N.L.A. was not necessary every year. Miss Fulmer suggested that Midwinter A.L.A. be alternated with A.L.A. conferences. The matter was left to the By-law committee.

Miss Torgrimson was asked to submit a plan for statewide library development and a plan for a library demonstration. She brought up several possibilities: regional branch offices of the commission; the use of bookmobiles for demonstration and publicity purposes, these to be obtained through gifts from organizations; state aid; and promotion of regional libraries. For the library demonstration under provisions of the federal bill, she suggested the southeastern corner of the state, embracing Carter, Powder River, Fallon, Custer, Prairie, and Garfield counties with Miles City as a logical location for the central or main library, since it is a trading center for this region and road and stage lines lead out from it. Mrs. Perham stated that Dawson County is ready to organize for library service and could cooperate in this regional project. Mrs. Dillavou stated that a good road is being constructed from Broadus to Big Horn County, which would open up the possibility of a regional center at Hardin or Billings.

Miss Torgrimson asked that the Commission meet more frequently. It was decided after some discussion that three meetings be held each year - one in October and one in February at Missoula, and a third in conjunction with the Montana State Library Association in May. Mrs. Dillavou showed a tax exemption slip which she had used in buying her ticket. Miss Campbell offered to try to secure the blanks for commission members.

Miss Torgrimson brought up the question of permanent quarters for the commission offices, since the University is too crowded to give adequate accomodations. It was decided that quarters should be arranged for in Helena at the capitol as soon as possible. Mrs. Dillavou moved that the Chairman see about this.

Miss Torgrimson asked that in planning the next biennial budget provision be made for additional staff to help take care of the Commission's growing activities. Miss Fulmer said she thought a trained cataloger should be hired to relieve the secretary of such work.

Miss Torgrimson asked the advice of the commission regarding purchase of certain bibliographic aids which are now available. The members left the decision up to the secretary.

Miss Torgrimson reported on the commission's activities: 24,065 books circulated; 5,844 books processed; 70 libraries visited, 23 more than once; new county libraries organized; service to schools; other state commission visited; legislation; and publishing of a directory of librarians and the Montana library laws. She reported budget balances on June 30, 1947 as follows:

Salaries	$1880.75
Books	.38
Supplies	
Equipment	26.07
Travel	48.60

Miss Campbell stated that she would like to have the Commission law changed so as not to specify the University librarian as chairman. Mrs. Dillavou expressed the feeling that it would not be wise to try to change the law until the commission is more firmly established. The other members agreed.

The meeting adjourned.

Respectfully submitted,

Ellen Torgrimson

Ellen Torgrimson, Secretary

ET:rpj

MONTANA
STATE LIBRARY EXTENSION COMMISSION
MONTANA STATE UNIVERSITY LIBRARY
MISSOULA, MONTANA

OFFICE OF THE SECRETARY

MINUTES OF MEETING, February 16, 1948, at Billings

Members present: Kathleen Campbell, chairman
Margaret Fulmer
Mrs. R. C. Dillavou
Mrs. W.T. Perhem
Ellen Torgrimson

The meeting was called to order by the chairman. Reading of the minutes of the September meeting was dispensed with because copies had been sent to all members.

Miss Campbell referred to the letter she had received from the State Board of Examiners regarding the request for office space for the Commission headquarters in the State Capitol, copies of which had been sent to all members. It was agreed that nothing further can be done at present.

Miss Fulmer presented by-laws for consideration. Following some revisions, the by-laws were adopted as a whole. Miss Fulmer said she would mail copies of the final draft to all members.

Miss Torgrimson presented a plan for a regional library demonstration embracing six counties in the Southeastern part of the state. The plan is contingent upon passage of the Library Demonstration Bill (H.R. 2465; S. 48) by Congress. Mrs. Dillavou volunteered to write to Rep. D'Ewart and Sen. Ecton urging that pressure be brought to bear upon the Steering and Policy Committees to bring the bill to a vote. Miss Campbell suggested that an alternate regional set-up be planned in case the Southeastern counties proved unresponsive. Miss Fulmer moved that the Commission recommend to the Montana State Library Association at its meeting in May the appointment of a Planning Committee for a regional library demonstration in relationship to the Library Demonstration Bill. The motion was seconded and passed.

Miss Torgrimson presented a quarterly report of the activities of the Commission covering circulation, acquisitions, finances and field visits. She reported on the A.L.A. Midwinter conference which she attended in Chicago, January 28 to February 1.

The meeting adjourned.

Respectfully submitted,

Ellen Torgrimson

Ellen Torgrimson, Secretary

MONTANA
STATE LIBRARY EXTENSION COMMISSION
MONTANA STATE UNIVERSITY LIBRARY
MISSOULA, MONTANA

OFFICE OF THE SECRETARY

May 10, 1948

MINUTES OF THE M.S.L.E.C. MEETING, May 3, 1948.

Four members of the State Library Extension Commission attended the Montana State Library Association annual meeting in Libby on May 3-4 - Mrs. Dillavou, Miss Ireland, Miss Campbell and Miss Fulmer. The business meeting of the Commission was held on Monday evening, May 3, at the Lincoln County Library.

The minutes of the February meeting were approved without reading, since copies had been sent to all members. The quarterly report was presented by the secretary.

The question of approval of travel expenses for members to other than Commission meetings was brought up by Miss Campbell. She pointed out that at times the Secretary might be engaged elsewhere, or time and expense could be saved by sending someone else, or the particular services of another member might be desired. She suggested, however, that the Commission adopt a policy that requests for such services be presented to the Commission rather than to the individual. Mrs. Dillavou made the motion that the chairman be empowered to approve such travel when it seems expedient. The motion was seconded and passed.

A short discussion of budgetary needs for the 1949-1951 biennium followed. The secretary stated that the book budget seemed adequate in view of the fact that space for shelving is limited. Miss Campbell stated that all books in the Montana State University library are available to the Commission through interlibrary loan.

The secretary pointed out that more help is needed in the office. Miss Fulmer suggested adding a cataloger to the staff. The question of salary for such cataloger and an increase for the clerical assistant were discussed. Miss Fulmer suggested that budgets of other state commissions be procured and studied. Miss Campbell instructed the secretary to obtain budgets from states in this area.

The naming of lay members for the Montana Planning Committee for implementation of the National Plan for Public Library Service was brought up by the secretary. The members of the Commission agreed that a small committee of really interested people would be more effective in this state than a large one. Names were suggested for presentation to the new Montana State Library Association president, Mrs. Patterson.

The meeting adjourned.

Respectfully submitted,

Ellen Torgrimson

Ellen Torgrimson, Secretary

ET:rpj
5-10-48

MONTANA
STATE LIBRARY EXTENSION COMMISSION
MISSOULA, MONTANA

OFFICE OF THE SECRETARY

9 October 1948

MINUTES OF THE S.L.E.C. MEETING, 4 October 1948

The State Library Extension Commission met at the home of Mrs. Dillavou on October 4. Members present were: Kathleen Campbell, chairman, Margaret Fulmer, Mrs. D. C. Warren, Mrs. R. C. Dillavou, and Ellen Torgrimson, secretary.

The meeting was called to order by Miss Campbell. The secretary presented her report of activities covering the period of May through September. The report was accepted.

Miss Campbell called for nominations for vice chairman. Mrs. Dillavou nominated Miss Fulmer who was unanimously elected.

The secretary presented a tentative budget for the 1949-1951 biennium with figures showing expenditures during the 1946-1947 and 1947-1948 fiscal years. The need for an assistant with professional training was pointed out and for a full-time clerical. The salary for the secretary was discussed and set at $3300 for the first year, $3600 for the second. Miss Campbell expressed the opinion that the book budget should be made as large as possible. An increase of $250 was provided in the equipment fund, in case larger quarters should be made available to the Commission, to cover the cost of shelving and other furnishings. (The budget as adopted is attached to these minutes.)

The matter of greater cooperation between the S.I.E.C. and the schools was brought up. Mrs. Dillavou was appointed to discuss the problem with Miss Ireland. The suggestion was made that the secretary prepare a letter to be sent out, through the Supt. of Public Instruction's office, to all school principals and county superintendents, explaining the services of the S.I.E.C. and offering to supply book lists and to give advice regarding purchases of books so that school library funds might be utilized to greater advantage. The suggestion was adopted, subject to Miss Ireland's approval and consent.

The meeting adjourned.

Respectfully submitted,

Ellen Torgrimson

Ellen Torgrimson, Secretary

MONTANA
STATE LIBRARY EXTENSION COMMISSION
MONTANA STATE UNIVERSITY LIBRARY
MISSOULA, MONTANA

OFFICE OF THE SECRETARY

12 May 1949

MINUTES OF THE S.L.E.C. MEETING, 4 May 1949

The State Library Extension Commission met in Billings on May 4th. The meeting was called to order by vice-chairman Margaret Fulmer at 9:00 A. M. in the Montana Room of the Parmly Billings Memorial Library. Members present were: Mrs. D. C. Warren, Mrs. R. C. Dillavou, Mary Condon, Ellen Torgrimson, and Miss Fulmer.

Miss Torgrimson presented her report covering the months from October 1, 1948 through April 30, 1949. The report was accepted.

The budget for the 1949-1951 biennium, as passed by the 1949 Legislative Assembly, was examined. The secretary reported on the budget hearing at which she appeared before the Appropriations sub-committee on February 3d. There was discussion of the cuts made by the Appropriations Committee. Miss Torgrimson suggested that hereafter the salary item be the same for the two years of the biennium and increases be recommended only at the beginning of the period. Miss Fulmer suggested that a member of the Commission Board should appear at the budget hearing to discuss the salaries with the committee, since it is awkward for the secretary to have to do this. Mrs. Dillavou suggested that some colorful, illustrated leaflets be printed, for distribution to legislators and for publicity purposes throughout the state, describing the services of the S.L.E.C.

Mrs. Dillavou asked what had been done about sending out a letter through the office of the Supt. of Public Instruction to school principals and county superintendents. Miss Torgrimson confessed that she had failed to do this. She recalled having received a note from Miss Ireland at the end of October concerning the matter but had neglected to follow it up when Miss Ireland was defeated at the polls in November. Miss Condon offered to include in a letter, which will go

out from her office to school officials in June, a statement emphasizing the requirement that money for library books must be provided in their budgets. She suggested that in August a letter could be sent out from her office explaining the services of the S.L.E.C. and offering its help in book selection.

Miss Fulmer reported on the meeting of the Northern Great Plains Library Planning conference held at Billings on March 12th and Miss Ridgway's subsequent visit to the libraries at Bozeman, Missoula and Great Falls.

The status of the Library Demonstration bill in Congress was discussed. Miss Torgrimson explained its implications for Montana and the need for a citizens' planning committee. A suggestive list of people who might be valuable on such a committee was compiled.

Miss Fulmer brought up the need for a survey of library services in the state and there was discussion regarding ways and means. It was suggested that with the cooperation of librarians throughout the state regional surveys could be made without enlisting outside help. Miss Condon suggested that a graduate student at Montana State University might undertake the project as a study for a thesis, or that the Kellogg Foundation at Grand Rapids, Michigan, might finance such a survey. Miss Fulmer was delegated to write to the Foundation, Miss Torgrimson to consult with Dean Maucker regarding the possibility of a thesis.

Miss Fulmer presented Miss Ridgway's suggestion that the Commission Board should meet more frequently. Action was deferred until a later meeting.

The meeting adjourned.

Respectfully submitted,

Ellen Torgrimson

Ellen Torgrimson, Secretary

MONTANA
STATE LIBRARY EXTENSION COMMISSION
MISSOULA, MONTANA

OFFICE OF THE SECRETARY

MINUTES OF S.L.E.C. MEETING, November 7, 1949

The S.L.E.C. Board met at Missoula on Nov. 7 with the following members present: Miss Campbell, chairman, Miss Fulmer, Mrs. Dillavou and Mrs. Warren, and Miss Torgrimson and Miss Fileman of the staff. The secretary presented her report covering the months of May through October and her biennial report for the Governor, both of which were approved.

Mrs. Dillavou asked for a report on the status of the S.L.E.C. request for space at the capitol in Helena. Miss Campbell reported that she had written to the State Board of Examiners regarding this matter, and had received a reply giving no assurance of such space in the capitol building. She stated that provision must be made in the next biennial budget for rent, janitorial service and moving expenses in the event a move to Helena is considered advisable by the Commission. Mrs. Dillavou pointed out that arguments justifying the move to Helena, such as: the M.S.U. Library's need for the space now occupied by the Commission; the advantage of a more central location; the need for larger quarters; the advantage of proximity to state offices for transaction of business, will have to be ready for presentation to the Appropriations Committee considering the budget.

The suggestion was made that the biennial report to the Governor be accompanied by a letter emphasizing the urgency of the problem of providing suitable headquarters for the Commission in Helena; that Dorothy Green and Mary Condon be asked to keep the Commission informed if suitable rooms should become available.

Miss Torgrimson and Miss Campbell reported on the A.L.A. Regional Conference at Vancouver, B.C., and Miss Fulmer on the conference at Fort Collins, Colorado. The discussions of the Public Library Inquiry were briefly summarized.

The problem of a library survey for Montana was brought up. Miss Fulmer reported that her efforts to secure financial help from the Kellogg Foundation and the Field Enterprises had failed, because neither foundation is concerning itself with library research at this time. A letter from Frances Dehnert, high school librarian at Albuquerque, N. Mex., offering to undertake a library survey of Montana, as work toward a Master's degree from Denver University, was read. The possibility that such a survey might be made the subject of a thesis for a Doctor's degree by a M.S.U. faculty member was suggested. Miss Ridgway's suggestion that this survey be undertaken by Miss Fulmer, Miss Campbell or Mrs. Zimmerman, Librarian of the Washington State Library, was discussed. Both Miss Fulmer and Miss Campbell stated that they neither had the time nor the background of experience for such work. Miss Campbell stated further that she would like to have the survey made by Mrs. Gretchen Knief Schenk, formerly Librarian of the Washington State Library, whose pleasing personality, fine speaking ability, and previous outstanding experience made her the ideal choice.

The Commission recommended that the following steps be taken in regard to a possible survey: (1) Miss Campbell approach Dr. W.P. Clark, Dean of the Graduate School at Montana State University, with the proposal that the library survey be used as the

subject for a Doctor's thesis by a M.S.U. faculty member; (2) Miss Campbell write to Mrs. Schenk to find out if she would be willing to make such a survey and how much she would charge, provided that (1) is not feasible and that the legislature will allow money for the purpose; (3) Miss Dehnert be asked to make the survey if (1) and (2) cannot be accomplished. An alternate project for Miss Dehnert might be a survey of high school libraries in the state.

Miss Ridgway's suggestions regarding publicity were discussed. The Associated Press, United Press, MONTANA FARMER and M.E.A. JOURNAL were mentioned as possible media, together with Joseph Kinsey Howard, the author, who might be willing to write an article or series of articles.

Miss Campbell stated that in her opinion travel funds for the present should be used mainly for the purpose of publicizing Montana's library problems in order to get public support for solving them; that whenever opportunity offers talks should be given before service clubs and other groups, and that all members of the Commission should be prepared to assist in this project.

The question of more frequent board meetings was brought up and the following decisions reached: the by-laws need not be amended since they provide that special meetings may be called by the chairman at any time; a definite date for each meeting should be set at the previous meeting so that members can avoid conflicts with their other activities; the next meeting will be held in Helena on Feb. 13, 1950.

Application to library personnel of the law pertaining to annual vacations for public employees in the state was discussed. Miss Torgrimson read the statement which she had prepared and published in the July issue of MONTANA LIBRARIES. Miss Fulmer presented tentative plans for the 1950 M.S.L.A. conference to be held in Great Falls.

Miss Campbell called upon Miss Hileman for any observations she would like to make. Miss Hileman suggested that schools be encouraged to circulate adult books in their communities.

The secretary was instructed to write a letter, addressed to County Superintendents and school principals, to be distributed through the office of the State Superintendent of Public Instruction, urging that certain standard book lists be consulted in selecting books for school libraries.

Mrs. Warren pointed out that opportunities to speak at the annual conventions of County Superintendents and County Commissioners of the state could be arranged and would be valuable. Attendance and participation at M.E.A. meetings was also urged.

The secretary was instructed to make the necessary hotel reservations and arrangements for the Feb. 13th meeting at Helena, and before that meeting to survey the possibilities of rentable properties suitable for Commission headquarters.

The meeting adjourned.

Respectfully submitted,

Ellen Torgrimson

Ellen Torgrimson, Secretary

MONTANA
STATE LIBRARY EXTENSION COMMISSION
MISSOULA, MONTANA

OFFICE OF THE SECRETARY

MINUTES of May 7, 1946

The State Library Extension Commission held its first meeting on May 7, 1946 in the Placer Hotel at Helena. All members except Mrs. Dillavou, were present. Miss Campbell, chairman of the Commission, called the meeting to order and reviewed briefly the powers and duties of the Commission as stated in the law.

Miss Campbell stated that a meeting of the Commission ought to be held in the fall to approve a budget for 1947-49. This must be turned in to the governor before October 31st. The desireability of an increase in the appropriation was brought out, with $25,000 mentioned as a tentative figure.

The question of policy in regard to vacations, holidays, and sick leave was brought up. It was decided that 1 months' vacation should be allowed the secretary and two weeks for the assistant; that national holidays may be observed; and that 12 days' sick leave be allowed annually.

In connection with publicity for the work of the Commission, it was suggested that county agents, schools and clubs should be informed about the services available to them. Among newspaper men, Mr. Houle of Glendive was mentioned as a good publicity contact.

With regard to schools, it was suggested that duplication of books be avoided and that close cooperation be maintained between the Commission and the Superintendent of Public Instruction and County Superintendents of Schools. The possibility of arranging travel in the rural areas with county superintendents was suggested.

Miss Fulmer recommended for reading by the members of the Commission the following American Library Association publications:

Library Planning, by Louis R. Wilson
School libraries for today and tomorrow
Post-war standards for public libraries.

The secretary was asked to order these books for the Commission.

Miss Torgrimson reviewed the activities of the SLEC office. Routine visits had been made to the following libraries: Kalispell, Flathead County, Glasgow, Fort Benton, Helena, Great Falls, Cascade County, Stanford, Lewistown, Bozeman, Missoula, Belgrade, Manhattan, Three Forks, Hamilton, State College, State Historical Society, Carroll College, Great Falls College of Education, and Northern Montana College. Trips in the interests of library organization were made in Daniels County, Ravalli County, and Gallatin County. Advisory services were given to Lambert, Shelby, Denton and Cilmont high schools, and At Glasgow. Study groups sponsored by the University were visited at Alberton, Ronan, Corvallis, and Hamilton. Books were loaned to borrowers at Ekalaka, Alberton, Stevensville, Charlo, Cilmont, Belgrade, and Missoula.

The meeting adjourned.

Ellen Torgrimson
Secretary

MONTANA
STATE LIBRARY EXTENSION COMMISSION
MISSOULA, MONTANA

OFFICE OF THE SECRETARY

MINUTES OF S.L.E.C. MEETING, Feb. 13, 1950

The State Library Extension Commission met at 1:00 P.M. at the Placer Hotel in Helena on February 13th with the following members present: Kathleen Campbell, Mrs. R. C. Dillavou, Margaret Fulmer, Mary Condon, and the Secretary, Ellen Torgrimson.

The Secretary presented her quarterly report, which was accepted.

The Chairman reported that she had made an appointment with Governor Bonner for the afternoon of February 11th to discuss the problem of Commission headquarters, Commission appointments, etc., but that the Governor had to cancel the conference due to an emergency trip to Washington, D.C. He informed the chairman that an appointment would be made for her later in the month.

Miss Condon reported that she had conferred with the Governor regarding quarters for the Commission at Helena. She stated that space would probably be found eventually, but she doubted whether the Capitol buildings would be adequate to fill the needs of all the state offices which should be housed within them.

Miss Campbell reported that two classrooms on the main floor of the library building at Montana State University might be available for Commission quarters. Action on this matter is awaiting the decision of the Planning Committee of the university.

Miss Condon suggested that an estimate of the footage required for Commission quarters be worked out, based on expansion plans for the future.

Miss Campbell reported on negotiations for a state-wide library survey. She informed the Commission that she had made a trip to Chicago in January to attend the Mid-winter meeting of the American Library Association; that at the meeting she had talked with Mrs. Gretchen Knief Schenk, formerly librarian of the Washington State Library, regarding a survey of Montana library service; that Mrs. Schenk's charge for making such a survey would be $25.00 a day in addition to her expenses; and that the length of time required for the survey probably would be from two to three months. Mrs. Schenk indicated that she probably would not be available for this survey, should it be authorized by the state legislature, as she could not be away from home for so long a time. Miss Campbell reported further that she had conferred with Miss Helen Ridgway, Public Library Specialist of the American Library Association, regarding this Montana survey. Miss Ridgway described several surveys which had been made of public libraries and especially called to Miss Campbell's attention the survey of New Mexico libraries which was a self-survey.

Miss Ridgway suggested that Montana might make such a survey in order to secure necessary data which would be important for use with the legislature in requesting an increased appropriation for the S.L.E.C. She also informed Miss Campbell that the data collected through such a survey would be an essential preliminary to an official survey, should money become available to employ a professional surveyor. Miss Campbell informed the Commission that much of the data is already available and the secretary of the Commission could begin the work of assembling it immediately; and that an explanation of the survey and its purpose would be outlined at the meeting of the Montana State Library Association in May with a view to securing the cooperation of librarians in the state.

The Commission again discussed a survey of Montana libraries suggested by Miss Frances Dehnert toward the fulfillment of her Master's degree at the University of Denver School of Librarianship. The following decisions were reached regarding Miss Dehnert's proposed survey:

(1) Miss Fulmer will write to Miss Dehnert asking her to go ahead with plans for the survey.

(2) Preliminary data will be assembled in the S.L.E.C. office, but the questionnaires will not be sent out to librarians until after the Montana State Library Association meeting in May, at which time the plans for the survey will be presented to the association for approval.

(3) A letter will be sent out to librarians in April informing them of the plan and requesting that they attend the M.S.I.A. meeting in Great Falls, May 1-2, where plans of procedure will be discussed.

(4) Miss Dehnert will be asked to include school libraries in her survey and to prepare the necessary questionnaire.

(5) The questionnaires will be mimeographed and distributed by the S.L.E.C. office for public and college libraries, and by the State Department of Public Instruction for school libraries, in order to save expense and to insure full cooperation of the recipients.

(6) Miss Dehnert will be asked to spend some time in the S.L.E.C. office during the summer to assemble the data.

(7) Miss Dehnert's report should be ready, at least in tentative form, by October 1st, in order that its findings may be studied by the Commission in preparing the 1951-1953 budget request.

(8) The Secretary will assemble copies of surveys already made in the state by other agencies and have them on display at the M.S.L.A. meeting in Great Falls.

(9) Miss Campbell will report at the MSLA meeting on her conference with Miss Ridgway and present the proposal for a self-survey.

(10) M.S.L.A. will be asked to appoint a strong legislative committee.

(11) Librarians will be asked to get in touch with legislative candidates,

later with elected legislators, to inform them about library problems and to make sure that they are aware of proposed library legislation.

(12) Commission members will make every effort to publicize library problems and plans for the survey and ask for support from such organizations as: D.A.R., A.A.U.W., B.P.W., V.F.W., M.F.W.C., etc.

::::::::::::::::

Miss Condon stated that she is chairman of a Children and Youth Committee, which includes school administrators and representatives of various organizations throughout the state. This committee is to meet in Helena in March and she will bring up the need for improving library service in the state at that meeting. She also suggested that Governor Bonner be asked to include a plea for better support of library service in his message to the Legislature in 1951.

The question of travel expense for Commission members was discussed. It was pointed out that travel by private car is expensive unless more than one passenger is accomodated. Mrs. Dillavou moved that first class Pullman rates be allowed for Commission members going to and from Commission meetings, plus subsistence for the time actually required to transact Commission business and the time which normally would be consumed in traveling by train to and from such meetings. The motion was seconded and carried.

The Commission members were reminded of the dates for the next meeting, which will be held in Great Falls in conjunction with the State Library Association on May 1-2. Miss Condon stated that she is scheduled to attend a meeting in Spokane on those dates. She asked if it would be permissible for her deputy to represent her at the Commission meeting. Mrs. Dillavou moved that when the Superintendent of Public Instruction is out of the state, her deputy may represent her. The motion was seconded and carried.

The meeting adjourned.

Respectfully submitted,

Ellen Torgrimson

Ellen Torgrimson, Secretary

MONTANA
STATE LIBRARY EXTENSION COMMISSION
MISSOULA, MONTANA

OFFICE OF THE SECRETARY

MINUTES OF S.L.E.C. MEETING, May 2, 1950

The State Library Extension Commission met in the Great Falls Public Library on May 2d, at 7:00 P.M. The meeting was called to order by the chairman, Kathleen Campbell. Other members present were: Mrs. R. C. Dillavou, Mrs. D. C. Warren, Margaret Fulmer, and the secretary, Ellen Torgrimson. Miss Condon, being absent from the state, was represented by her deputy, Genevieve Squires.

Mrs. Warren requested clarification of the action taken at the Feb. 13th meeting in regard to the allowance for travel expenses of commission members. It was explained to her that, because of the small budget for travel, the policy of basing payment on first class railroad fares had been adopted. It was explained to her also that the subsistence allowance of $6.00 per day has been fixed by the State Board of Examiners.

The secretary presented her report for the quarter ending April 30. She explained the deficiency in the supplies fund (643-9) and the action of the State Board of Examiners in authorizing emergency expenditures, up to $300.00, from the appropriation made for supplies for the fiscal year 1950-1951. The secretary stated that it might be possible to keep 1950-1951 expenditures within the balance in the fund, obviating the necessity of asking the Legislature to make a deficiency appropriation. Mrs. Dillavou suggested that if such deficiency appropriation be found necessary, it might serve to emphasize the fact that the action of the 1949 Legislature in cutting the Commission's budget request was ill-advised.

Mrs. Dillavou stated that some strong lobbying must be carried on in behalf of the S.L.E.C. budget for the next biennium. She suggested that capable and civic-minded wives of legislators could be of great help during the session. She also suggested designation of "Minute Men" speakers throughout the state who would be supplied with material for short, informative talks to be presented at meetings and conventions whenever opportunity offered. The American Legion Auxiliary, the State Federation of Women's Clubs, Soroptomists, Lions, Kiwanis, A.A.U.W., B.P.W., D.A.R. and P.T.A. were organizations mentioned, which are interested in library problems, whose support should be solicited. The need for good publicity material, brief but convincing, was emphasized.

The question of new headquarters for the Commission was brought up. Miss Campbell reported that nothing further had developed regarding space available in Helena, but that two rooms on the first floor of the Montana State University Library would be allotted to the Commission as soon as the Maintenance Department determines whether the floor will stand the burden of book stacks without additional support. Miss Squires suggested that space might be rented in the old high school building in Helena. In view of the fact that the new space at Montana State University should be adequate for the next five years, it was decided that a move to Helena would not be wise until suitable quarters, which would be permanent, can be found.

Miss Campbell reported that she had not been able to arrange an appointment with the Governor but hoped to have one during the week of May 22nd.

Miss Campbell reported on progress of plans for the statewide library survey: the Montana State Library Association has voted to cooperate in gathering statistics and information; Miss Dehnert will not be able to spend any time in Missoula during the summer, but the secretary and her staff will assemble the information needed for Commission purposes from the questionnaires before forwarding them to Miss Dehnert.

A proposed plan to establish regional branches of the State Library Extension Commission based on the Colorado Library plan was presented by Miss Campbell. She explained that branches staffed by Commission personnel and stocked with Commission-owned books, would be set up in five or six sections of the state and the surrounding areas served by these stations. Only an administrative office, located, if possible, in Helena, would be set up under this plan. The regional branches would be housed either in rented quarters or in the buildings of already established libraries. Library service throughout the state could thus be strengthened without loss of autonomy by the various city and county libraries already established.

The possibility of bookmobile service was discussed. The Commission decided that a state-owned bookmobile for Montana would not be practical except for demonstration purposes. Colorado has such a plan. The bookmobile belonging to the Colorado State Library is stocked with books from the State Library and loaned to an area wishing to demonstrate bookmobile service on the local level. The duration of the demonstration is several months, and if successful, the area buys its own bookmobile and the state-owned vehicle is available for another demonstration.

The possibility of securing a bookmobile as a gift was discussed. Mrs. Dillavou suggested that an Eastern Star Grand Worthy Matron might be persuaded to select as her state project the purchase of a demonstration bookmobile for the Commission.

Miss Campbell announced that Miss Marjorie Beal, Secretary of the North Carolina Library Commission, will come to Montana to live following her retirement in June. She pointed out that Miss Beal's experience and interest in extension work would make her invaluable to the Commission as a consultant. Miss Squires stated that the State will honor travel expense claims for persons brought in as consultants.

Miss Fulmer informed the group that she will attend a meeting in Portland during the last week in May, at which a library development program for the Pacific Northwest will be under consideration. She was asked to make a report to the Commission at its next meeting in October.

The meeting adjourned.

Respectfully submitted,

Ellen Torgrimson

Ellen Torgrimson, Secretary

MONTANA
STATE LIBRARY EXTENSION COMMISSION
MISSOULA, MONTANA

OFFICE OF THE SECRETARY

MINUTES OF THE S.L.E.C. MEETING, October 14, 1950

The State Library Extension Commission met in Helena on Saturday, October 14, 1950. The meeting was called to order by the Chairman, Kathleen Campbell. Other members present were Margaret Fulmer, Mrs. D. C. Warren, Mrs. John B. Fraser, Mary M. Condon, and the Secretary, Ellen Torgrimson.

The Minutes of the May 2 meeting, which previously had been sent to Commission members, were approved.

Miss Campbell called upon Miss Fulmer to report on the conference of the Library Development Committee of the Pacific Northwest Library Association which she attended in May. Miss Fulmer presented a summary of the Committee's report (published in the July 1950 issue of the P.N.L.A. QUARTERLY), showing its implications for Montana's library development program. A copy of Miss Fulmer's report is attached to these Minutes. The Secretary was instructed to secure copies of the July issue of the Quarterly for members of the Commission.

Miss Campbell stated that because of the low taxable valuations of many counties in Montana, development of a regional library system seems the only way to provide adequate library service for the people of the state. She pointed out that much preliminary work must be done to acquaint the citizens of the state with regional library service and to demonstrate what good library service can mean. In order to get an educational program under way she recommended the addition of a field worker to the staff. She stated that at this time the Commission must decide whether it favors establishment of regional branches in strategic centers throughout the state, or whether the strengthening of the staff and facilities of the Commission office should be the immediate objective. The Secretary presented a tentative

plan for establishing regional branches, indicating in what towns these might be located, the library resources of these centers, and the budget estimate per unit. In the discussion which followed the following points were brought out: that the Commission is not in a position to establish regional branches at this time; that it is more important to maintain its present set-up and to strengthen it by securing a larger appropriation and adding a field worker to the staff; that a plan for library development must be worked out; and that the people of the state must be informed regarding library needs of the state and plans for solving them.

Miss Frances Dehnert's survey of Montana libraries, copies of which had been distributed, was discussed. Miss Campbell pointed out that Miss Dehnert had not made use of important statistics obtained through her questionnaire and that her report was valueless to the Commission. The Secretary was instructed to write to Miss Dehnert suggesting that she revamp her thesis, and that she secure the guidance of her major professor at the University of Denver.

A letter from Miss Marjorie Beal, formerly Director of the North Carolina Library Commission, was read. This letter was in answer to a letter written to Miss Beal by the Secretary regarding an official library survey of Montana. Miss Beal stated in part: "It would seem to me, before a survey is undertaken, that more intensive work is needed in the state - a larger travel fund, a field worker or two who could instigate progressive plans such as district library meetings, trustee groups, publicity, a bookmobile demonstration, and work with various local and statewide groups. This idea might be more difficult to sell to the legislature and budget officials than a survey. It it could be done first it would greatly enhance the value of the survey."

Miss Fulmer suggested that regional library service could best be developed through such well-established libraries as the Great Falls Public Lib-

rary and the Parmly Billings Memorial Library. She stated that Washington's plan for the distribution of State Aid is to strengthen the larger libraries, rather than to dissipate the funds among the weaker ones. The resources of the strong library in a region are then made available to the small libraries.

Miss Condon stated that space probably will be allotted to the Commission in the new Veterans' Memorial Building now under construction on the Capitol grounds. She suggested that a letter be sent to the State Board of Examiners requesting such space and informing the Board of the amount of space needed for the Commission headquarters. Miss Condon also stated that, should the Commission headquarters be moved to Helena, a truck belonging to the Department of Public Instruction could transport the books and equipment belonging to the Commission to the new location in Helena. Miss Condon was delegated to consult with the Governor in regard to his plans for providing quarters for the Commission in Helena.

Miss Campbell expressed the hope that the Commission law can soon be changed so that the Librarian of Montana State University will not be designated as chairman. She stated that in her opinion a Commission composed only of lay members would be much more effective, such members to be appointed without regard to political party so that continuity of service would be assured.

In considering the tentative budget for the Commission, the members agreed that in order to secure a qualified, professional librarian for field work in Montana it would be necessary to offer an attractive salary. The recommendation also was made that such person have experience in extension work, in public speaking, and with publicity programs. The Commission suggested a salary of $4,500.00 for each year in the 1951-1953 biennium for a field worker. The Commission also suggested a salary of $4,500,00 for each year in the coming biennium for the position of Secretary and recommended

that the present secretary complete her library school training and secure a degree in Library Science in order to meet present library standards. The Commission recommended also that the amounts in the tentative budget for travel, library and reference books, and P.E.R.S. be increased, and that the cost of typewriter replacements and a car be included under the item,"Machinery and Appliances."

Miss Condon moved that the budget, as revised, be approved. Mrs. Warren seconded the motion. The motion was passed. The budget, as approved, is attached.

It was suggested that each Commission member prepare a list of names for a Speakers' Roster of lay people who are frequently asked to make talks before organizations and clubs and who could speak effectively on library problems and services.

Some organizations whose support for library measures and legislation could be counted upon were enumerated: Labor groups, Farm groups, A.A.U.W., M.E.A., P.T.A., Federation of Women's Clubs, Citizens Committee on Education.

Miss Condon suggested that a special meeting of the Commission be held in Helena after December 10, to which the Governor, important legislators, and influential people be invited. Commission members should submit names for this invitation list.

Mrs. Fraser announced that she had taken out a membership in P.N.L.A. Miss Fulmer moved that memberships in A.L.A., P.N.L.A., and M.S.L.A. be paid out of Commission funds for the lay members of the Commission. The motion was seconded and passed.

The meeting adjourned.

Signed: Ellen Torgrimson

Ellen Torgrimson, Secretary

STATE LIBRARY EXTENSION MEETING, December 13, 1950

A special meeting of the State Library Extension Commission was held in Helena on December 13. The following members were present: Chairman, Kathleen Campbell, Mrs. John B. Fraser, Mary M. Condon, Margaret Fulmer, and the Secretary, Ellen Torgrimson.

Letters had been sent to representative people in the state inviting them to attend the meeting. The following people were present: Ann Whitmack, Billings; Mrs. Mabel T. Miller, Mrs. Norman Winestine, Mrs. Anne McDonnell, Frieda Fligelman, Rev. Charles A. Wilson, Mrs. R. A. Dightman, Mrs. Lillian Peterson; and William I. King, Helena.

Miss Campbell opened the meeting by giving a resume of the history of the State Library Extension Commission in Montana. She stated that the Commission law had been on the statutes since 1939, but no appropriation had been made until 1945. The Commission headquarters are in the Montana State University Library in Missoula; it has a book collection of over 15,000 volumes; there is a normal staff of three full-time and one part-time workers; it is giving service to individuals throughout the state and to libraries and schools which lack adequate library service.

She stated that since the Commission is now well-established it seems a propitious time to think about its future development. The Pacific Northwest Library Association is now working on a plan for library development on a regional level. Miss Fulmer, Montana's representative on the Pacific Northwest Library Planning Committee, gave a brief report on the meetings she had attended. She stated that Montana is part of the Northwest region but it has had a shorter period of development than Washington and Oregon. The goal of the Library Planning Committee is good library service for all people. This may be accomplished through strong regional centers which could supplement the many small libraries with inadequate finances. Such a regional system is financially possible and will prove both efficient and economical. The next meeting of the Pacific Northwest Library Planning Committee will be held in Seattle on December 15 and Montana will again be represented.

Miss Campbell discussed the "Colorado Plan for Better Libraries" which covers a ten-year period. She stated that the library problems of Colorado are similar to those of Montana - scattered population, great distances, numerous counties with low taxable valuations, and few urban areas. The Colorado plan for library development covering the period 1953-1963 proposes five regional centers of the State Library, each housed in strong local libraries wherever possible, with bookmobiles to bring service directly to the people. The proposed Colorado State Library budget for 1951-1952, totalling $120,000, provides $40,000 for State Library headquarters, $25,000 in state aid, and $55,000 to set up four district branches. Colorado has a strong State Library Advisory Board composed of citizens who are interested in libraries. Miss Campbell expressed the hope that such a citizens' committee can be organized in Montana to assist in long-range planning for library development in this state.

In the general discussion which followed Mr. King stated that school libraries throughout the state, except in urban centers, are wholly inadequate, and that the teacher-librarians in charge lack specialized training for the work. However, as a result of the Northwest Accrediting Association's campaign to raise school library standards, there is a growing consciousness of the problem. Improved training courses offered at Montana State University emphasize the use of books, and schools are spending more money for library books than ever before. Mr. King recommended that library courses offered at the University be expanded in order that teacher-librarians in second class districts may complete the requirement of 14 credit hours in library science, and that students majoring in English, Education, and Social Science may take these courses if they plan to teach.

Mrs. Peterson stated that Montana has only 31 communities which are rated as urban; all others are classed as rural. The equalization system of financing is helping to make possible an enriched program for the one and two room rural schools. She praised the library service available to schools from the county libraries and the State Library Extension Commission. She pointed out that the low salaries paid

to County Superintendents and the increasing responsibilities imposed upon them are retarding improvement of the rural school system.

Mr. King stated that the job of school librarian seems to be the only one that has not been changed by progress in educational methods, his main duty still be that of corralling books and herding youngsters. The school librarian should be familiar with visual aids and proficient in their use.

Miss Campbell called upon Miss Torgrimson to outline the State Library Extension Commission's budget request of $57,000 for the 1951-1953 biennium. The secretary explained that the increases cover: salary for a professionally trained and experienced field worker who would travel around the state giving material assistance to small local libraries, direct publicity, give talks, and assist with work at headquarters; the purchase of a car for the use of the field worker; increased travel funds; money for additional shelving and office equipment; larger book and postage funds. Miss Campbell called attention to the fact that the North Dakota Library Commission is operating on a budget of $63,000 for the current biennium; South Dakota, $60,800; Colorado, $48,300. Undoubtedly the budgets for the next biennium will be higher in all these states.

Miss Campbell stated that, as a first step in long-range library planning, the Commission hopes to secure the services of Marjorie Beal, formerly director of the North Carolina Library Commission, to make a survey of existing library facilities in the state and to make recommendations as to the best means of providing good library service in the state. Miss Campbell outlined briefly plans for development of the Commission along these lines:

(1) Moving headquarters to Helena to gain the advantages of location in the Capital city;

(2) Establishment of regional centers with bookmobile service and deposit stations;

(3) Development of a Reference Center at headquarters;

(4) Enlistment of a Citizen's Committee to serve in an advisory capacity;

(5) A planned program for the development and financial growth of the Commission

along the lines of the Colorado plan.

Mrs. Minestine suggested that the services and program of the Commission be given wide publicity through radio programs.

Governor Bonner appeared briefly and expressed his appreciation of the work of the Commission and pledged his continued interest and support. He stated that the State Library Extension Commission's budget request had been approved by the State Board of Examiners.

The meeting adjourned.

****

A short meeting of the Commission and Miss Whitmack, president of the Montana State Library Association was held. An informal discussion of a ten-year library development program for Montana followed. Miss Whitmack suggested that in view of world conditions a six-year period might be more feasible. Mrs. Fraser moved that such a program be undertaken. The motion was seconded and passed. Miss Whitmack was asked to appoint a committee from the Montana State Library Association to work with the Pacific Northwest Library Planning Committee. It was agreed that this should be a holdover committee.

The meeting adjourned.

Ellen Torgrimson

Signed: Ellen Torgrimson

Secretary

MONTANA
STATE LIBRARY EXTENSION COMMISSION
MISSOULA, MONTANA

OFFICE OF THE SECRETARY

MINUTES OF S.L.E.C. MEETING, October 15, 1951

The State Library Extension Commission met at the Northern Billings Hotel, at 9:00 A.M. on October 15, 1951, with the following members present: Kathleen Campbell, chairman, Mrs. Isabel Rilla, Mrs. John B. Fraser, Margaret Fulmer and Ellen Torgrimson, secretary. Merwin Moores, president of the Montana State Library Association, Lesley Heathcote, president of the Pacific Northwest Library Association, and Marjorie Moores, Hill County Librarian, were present.

Copies of the secretary's statistical report for the 1950-1951 fiscal year and the first quarter of the current year were distributed.

The chairman gave a brief summary of the work of the SLEC to orient Mrs. Rilla, the new member on the Commission. She stated that the presidents of MSLA and PNLA had been invited to sit in on the meeting to assist in the discussion of regional library development in the state.

Mr. Moores defined the roles of the MSLA and SLEC as follows: the association should formulate plans and make recommendations to the SLEC which can carry on the program. He stated that the plan proposed by the SLEC at the state meeting in May is good, but we need detail - how will it operate? - how much will it cost? - will it be better than the present set-up? The program must be given publicity at regular intervals to overcome the general lack of knowledge on the part of the public.

The chairman pointed out that the demand for better library service must come from the people.

Mr. Moores announced appointment of the following regional chairmen of MSLA: Evelyn Swant, Missoula; Clare Smith, Miles City; Martha Hassell, Helena; Helen Ewing, Glasgow; Jean Todd, Billings; and Erana Stadler, Great Falls. He recommended that each committee chairman could get in touch with the Commission member in her area and work together. The Commission itself should not be represented on the local citizen's committee but work closely with it. He pointed out that it is necessary to stir the librarians themselves to activity.

Mr. Moores spoke of the need for a publicity chairman in the MSLA with a new function - statewide publicity which will reach the lay public, rather than supplying state news to the professional journals. He stated that it is often necessary to manufacture news.

Mrs. Moores stated that Home Demonstration leaders and teachers can steer librarians to key people in the communities.

Mr. Moores asked how the regional plan is going to work.

Miss Fulmer stated that Miss Todd answers this question in the report she prepared at the Library Extension Workshop in Seattle. The secretary volunteered to make this report available to the Commission members.

Miss Heathcote stated that the librarians, working with citizens of the state, should decide what they want and take the initiative in planning. Librarians can pick out key people in each community who are interested in libraries; these in turn will draw others.

Miss Campbell pointed out that the Commission cannot usurp the

prestige and responsibility of librarians. The request for help must come from the people. She quoted her motion, made and passed at the 1951 MSLA meeting at Bozeman: "that for the purpose of regional library planning in Montana, the state should be divided into at least six regional areas with centers at Missoula or Kalispell, Butte or Helena, Billings, Great Falls, Glasgow, and Miles City; and that a Library Development Committee be appointed by the MSLA to consist of at least one librarian from each area who shall serve as chairman of a local subcommittee to be selected by the chairman, such committee to serve under the general chairmanship of Montana's representative on the PNLA Library Development Committee and to concern itself with the following matters:

To study in detail and determine the library needs of each area;

To coordinate a state library development plan with that of PNLA;

To secure citizen support for the SLEC for the establishment of regional libraries in Montana."

Miss Fulmer stated that we do not propose to promote any more sub-standard service. She spoke about the Rural Reading Conference which was held in Washington, D.C., recently and stated that Extension agents plan to follow up this program on the state level. She suggested the channeling of efforts of a few key people to work through existing organizations, rather than competing for people's busy time.

Mr. Moores stated that the work can be carried on through existing organizations - each can be asked to designate a representative to the Library Planning Committee.

Mrs. Moores agreed that the request for better library service

should come from the people. Montana librarians do not have varied enough experience to know the possibilities.

Miss Campbell stated that we must throw out information to the six regional chairmen.

Miss Fulmer suggested that the secretary meet with the six district chairmen to give information.

Miss Campbell stated that the district chairmen should also be supplied with written information.

Miss Heathcote announced that PNLA is publishing a brochure explaining library service.

Miss Campbell stated that the chief problem is educating the public.

Mrs. Moores stated that the Friends of the Library group in Hill County needs a new project to keep them interested. It was organized to combat hostility of county commissioners toward the library, a problem which has now been alleviated. The original membership was largely made up of Home Demonstration clubwomen, but it was soon expanded to include men. The group will support whatever plan is proposed but feel free to criticize.

Mrs. Moores suggested that Legislators who belong to Friends of the Library groups be asked to talk to other Legislators about library service and that the SLEC be mentioned in publicity wherever possible. She added that lay people should be invited to give talks, that they are flattered and eager to comply.

Miss Campbell suggested that Mrs. Moores write up her experience in organizing and working with a Friends group as a guide to other librarians.

Mrs. Rilla inquired about the reason for separate city and county libraries in Hill and other counties. She stated that Glendive is working for county library organization in cooperation with the city library.

Mrs. Moores explained why a separate county library was organized in Hill County. Miss Fulmer added that the Cascade County and Great Falls Public Library should be completely integrated as soon as possible. The Secretary stated that Carol Trimble in Yakima, Washington, and Eva Santee, in Vancouver, Washington, have successfully accomplished such integration.

Miss Campbell remarked that the state needed a strong Friends of the Library group to work with members of the legislature in securing support for the Commission; that as a member of the staff of the Montana State University, she considered it inadvisable for her to spend time in Helena lobbying. She stated further that in her opinion, chairmanship of the Commission should be removed from the Montana State University as soon as it is feasible. Eventually the members should all be lay people.

Miss Campbell announced that she will be speaking at Havre before the AAUW sometime during the winter, and would meet at that time with the Friends of the Library group in Havre. She will report to the librarians of the state.

Mr. Moores again spoke about the importance of publicity and warned that cutting of copy sent in is often drastic. In addition to newspaper publicity he suggested the making of recordings of not more than nine minutes to permit local tie-ins, for the use of radio.

Miss Heathcote pointed out that news stories involving local people are most readily accepted.

Miss Fulmer called attention to the Colorado plan for publicity as one which might be followed in this state, news to be channeled through the librarian who is chairman in each region.

Mrs. Rilla suggested radio interviews as an effective means of publicity.

Mr. and Mrs. Moores asked to be excused as they were scheduled to appear at a meeting in Sidney that evening to discuss organization of a Friends of the Library group there.

The secretary reported on the Library Extension Workshop at the University of Washington which she had attended in June. There was discussion of the possibilities of regional library set-ups, such as the one proposed in Miss Todd's report. Miss Campbell stated that a practical demonstration of such service is needed before we can proceed.

Miss Fulmer moved that Miss Todd be asked to explore further the location of a regional branch of the SLEC in Billings. The motion was seconded and passed.

Miss Fulmer pointed out that the SLEC central office could be purely administrative with the book collection and circulation work handled in the regional centers. Through state aid the regions with low valuations would be brought up to standard. State aid might be in the form of books rather than actual cash. She stated that in the Great Falls area the time seems ripe for regional library service embracing Teton, Pondera and Cascade counties. Aggressive action to

integrate the county and city libraries in Cascade County would need to be the first step.

The chairman stated that a field worker is essential on the SLEC staff and must be our chief concern in the next legislative session.

Miss Fulmer cited the Wisconsin Library Commission's practice of holding regional workshops for librarians, followed by visits to individual libraries, staying as long as necessary to continue individual work.

The meeting adjourned.

Ellen Torgrimson

Ellen Torgrimson
Secretary

ET:mo

MONTANA
STATE LIBRARY EXTENSION COMMISSION
MISSOULA, MONTANA

OFFICE OF THE SECRETARY

MINUTES OF S.L.E.C. MEETING, May 6, 1951

The State Library Extension Commission met at the Baxter Hotel at 2:00 p.m. on Sunday, May 6, 1951, preceding the annual meeting of the Montana State Library Association, with the following members present: Kathleen Campbell, chairman, Mrs. D. C. Warren, Mrs. John B. Fraser, Genevieve Squires (representing Miss Mary Condon) and Ellen Torgrimson, secretary.

Copies of the secretary's report, covering the first ten months of the current fiscal year, were distributed. Legislative action on the budget was discussed. The secretary stated that it will now be necessary to ask borrowers to refund postage, due to the serious cut in the fund for office supplies and expenses.

Miss Campbell stated that she would like the Commission's approval of a plan for regional library service in Montana which she wished to present to the Montana State Library Association on Tuesday. She stated that for more effective library service the national trend is toward regional libraries. The Pacific Northwest Library Association's Library Development Committee is emphasizing Regional planning, and Montana should fall in step. A Library Extension Workshop will be held in Seattle for three weeks, beginning June 18, which the Secretary will attend. Montana may be able to have another representative, as the P.N.L.A. is considering the possibility of paying room and board for one other librarian from each state. In considering a plan for Montana, Miss Campbell pointed out six proposed regional areas in the state, centering around natural trading centers, where Regional Libraries might be established. The centers mentioned were Missoula or

Kalispell; Butte or Helena; Great Falls; Billings; Miles City; and Glasgow. The main points of her plan were: (1) a Library Development Committee of the M.S.L.A. consisting of at least one librarian from each of the proposed regions who shall serve as chairman of a local subcommittee to be selected by the chairman, such committee to serve under the general chairmanship of Montana's representative on the P.N.L.A. Library Development Committee (the sub-committees should consist of members of library boards; friends of the library groups; interested club men and women); (2) each region to survey its own area and to decide what sort of library service it wants and how such service can best be given; (3) a possible demonstration in one region to show what can be done; (4) the Development Committee within the next two years to outline plans for the proposed areas for presentation to the Legislature in 1953; (5) members of the sub-committees - not librarians - to assume the responsibility of presenting the plans to the Legislature, with the hope of securing increased financial support for the Commission since the Commission would be responsible for helping to maintain regional library service.

Mrs. Warren moved that Miss Campbell's proposal be approved. Miss Squires seconded and the motion passed.

Mrs. Warren suggested that M.P.A. meetings and state conventions of various organizations throughout the state be briefed on the plan.

Miss Campbell announced that at the M.S.L.A. Tuesday morning session Mrs. Moores would present the specific plans of the P.N.L.A.; Miss Heathcote, the plans and accomplishments of Washington and British Columbia; Miss Campbell, the S.L.E.C. plan of action.

Miss Marjorie Beal and Miss Lillian Cook, who had been asked to attend the meeting as consultants, arrived. The chairman gave a brief resume of the preceding discussion and asked for comments and suggestions.

Miss Beal suggested that responsibility for regional planning should be on a local level to insure acceptance; that the areas should not be too large; that too great diversity of interests should be avoided; that precautions should be taken not to arouse jealousy. She expressed approval of the 2-year planning period and the plan to organize Friends of Libraries groups, with meetings on the local, regional and state level. Such meetings should have a definite purpose, because people whose interest and help we want are extremely busy.

Miss Cook emphasized that the demand for better library service should come from the people, not be imposed upon them; that legislators should be included on the Development Committee, because the more people in the Legislature who are alert to the problem the better; that the Regional Library headquarters should be placed in carefully selected trading centers.

Miss Beal suggested that the following points be emphasized: (1) that nothing will be taken away from the small library; (2) that the feeling of isolation on the part of librarians will be overcome; (3) that librarians will benefit through the exchange of experiences and fellowship; (4) that it does not take a great deal of money to have a successful Regional Library.

The chairman stated that in her opinion the Commission would benefit more from lay members and that she hopes the law may be changed so that the University Librarian will no longer be an ex-officio member and chairman. Miss Beal stated that as long as the Commission headquarters remain on the University campus, it is desireable to have the University Librarian on the Commission.

There was brief discussion of state aid for libraries and certification of librarians as a means of raising standards of library service.

The meeting adjourned.

Signed: Ellen Torgrimson

Ellen Torgrimson
Secretary

MONTANA
STATE LIBRARY EXTENSION COMMISSION
MISSOULA, MONTANA

OFFICE OF THE SECRETARY

MINUTES OF THE S.L.E.C. MEETING, February 18, 1952

The State Library Extension Commission met at the Placer Hotel in Helena on February 18, with the following members present: Archibald Campbell, chairman, Mrs. John M. Frazer, Mary M. Condon, Margaret Palmer and Ellen Merriman, secretary. Sitting in as consultants were: Merwin M. Moores, M.S.L.A. president; Lesley L. Frederick, P.N.L.A. president; William M. Paston, Reclamation Service librarian from Billings; M. Rose Doyle, director of the Montana Historical Society; and Marjorie J. Moores, Hill County librarian.

The chairman opened the meeting by giving a brief resume of regional planning in Montana and its relation to the Pacific Northwest's overall planning for the region. She pointed out that the most promising area for a demonstration of regional library service appeared to be the counties which look toward Great Falls as a trading center. Under a regional library system the Commission headquarters would no longer be an agency for the distribution of books. It would become an administrative and reference center with field workers going out over the state conducting workshops and assisting local librarians with reorganization and library problems.

The chairman then called upon Mr. Paston, who had requested an opportunity to present the plan for a tri-county regional library demonstration in South Dakota, which the Mountain-Plains Library Association is considering in conjunction with the Northern Great Plains Library Planning Council. Mr. Paston had

understood that Montana join in such a demonstration as part of the Northern Great Plains Library Planning Council, and the chairman of the commission was invited Mr. Sexton to the meeting to work out the plans.

Mr. Sexton stated that an appeal would be made to the Ford Foundation for funds to finance the demonstration which would involve about two Missouri-Dakota area projects. He read portions of a report he had prepared, with the advice and guidance of other members of the Northern Great Plains Library Planning Council, setting forth the plan for the proposed regional library area. He outlined a proposed annual budget totalling $10,000 and stated that the Ford Foundation would be asked to finance the project for a two-year period at a cost of about $1,325,000.

The chairman asked in what respect Montana's regional planning would be affected by the South Dakota demonstration. Mr. Sexton replied that in certain areas regional library service could best be given by crossing state lines.

Miss London suggested that the Council of State Governments should be asked to make a study of library development for the Northern Great Plains region. She stated that the Council is set up for such research in all fields of public service. The request for such a study should be made through the Governor.

Miss Neat note stated that the legislative committee of the M.L.A. already was investigating the matter of crossing state lines as suggested by Mr. Sexton.

The chairman suggested that the Northern Great Plains Library Planning Council should work more closely with state and

[illegible] Miss Conner stated that an objection of the Dowell Club had proposed that it be dissolved and its work taken over by the Mountain-Plains Library Association, but that no action had been taken on her proposal.

Mrs. Maxwell stated that the Golden Circle plan differs from the Antigo plan in this respect: it is based on the status quo. The Montana plan is designed to make the State Library Commission an agency of planning, direction and field work, instead of attempting to give book service on a statewide basis.

Miss Gordon stated that state support of good library service is not an impossible goal in Montana. A tax of one mill will yield about $60,000 at present assessed valuations. A person whose property assessed at $3,000 would pay $1.50. Stated this way, she said, the individual may be assured that his taxes will not be seriously increased.

Mr. Easton stated that he hoped to get at least a public relations officer financed by the Ford Foundation if his full program is not accepted. Such public relations personnel would direct adult education activities and promote better library service.

Miss Sullivan stated that a good public relations person can be most effective if he works through local librarians and trustees of the library groups.

Mr. Poole remarked that book promotion works best on a local level because people usually resent an outsider's high-pressure tactics.

Miss Gordon reiterated that she considered Mr. Easton's plan basically sound, and that P.W.P.A. cooperation could be

sored by the Mountain-Plains Library Association.

The chairman called upon Miss Palmer to report on the Regional Library meeting held in Great Falls on December 3. Miss Palmer stated that it was too soon to estimate the interest aroused by the meeting, which was attended by regional chairmen representing the Montana State Library Association; librarians from the area included in the proposed region; and interested citizens. She said that a meeting had been held in Great Falls on February 17, to which local people had been invited, and that interest was being aroused through a continuing program of publicity by means of radio, newspaper stories and leaflets.

Mr. Moehlis stated that there was need for a step-by-step plan showing how a regional library may be established. Miss Palmer emphasized that no existing library would be dissolved, that no librarian would lose his position, that library service would be improved, and that the local librarian's position would become more satisfying under the new program.

Mrs. Pearce stated that the Will County Friends of the Library group was arranging a series of dinners to which guests were being invited, the regional library idea explained to them, and their support enlisted.

Miss Donlon announced that the M.E.A. Delegate Assembly will meet in Helena on March 13-14, and that M.E.A. president D. D. Doerr (Townsend) should be informed of the regional library plan so that he could bring it to the attention of the Assembly.

Mrs. Pearce asked that a resolution be drafted for the State Federation of Women's Clubs, which she could submit through the Hilliard Women's Club for endorsement at the state meeting of the Federation.

Miss [illegible] moved that Miss Stadler, Mrs. Pearce and Miss [illegible] form a team to do field work around the state for a month in the fall, holding meetings to explain the regional library plan, answering questions and providing information. The motion was seconded and carried.

The chairman called upon Mr. Toole who explained his plan for setting up a micro-filming center at the Historical Library. He stated that he was not justified in spending Historical Society funds to set up the center until he knew that the volume of business would make the plan self-supporting.

The chairman announced that the next meeting of the Commission will be held in May, possibly in Great Falls, at which time the Commission budget will be considered for the 1953-1955 biennium.

The meeting adjourned.

Signed: Ellen Torgrimson

Ellen Torgrimson

Secretary

MONTANA
STATE LIBRARY EXTENSION COMMISSION
MISSOULA, MONTANA

OFFICE OF THE SECRETARY

MINUTES OF THE S.L.E.C. MEETING, May 16, 1952

The State Library Extension Commission met in Helena on May 16, with the following members present: Kathleen Campbell, Chairman, Margaret Fulmer, Mrs. Peter Sattler, Mrs. John B. Fraser, Genevieve Squires (representing Mary M. Condon) and Ellen Torgrimson, Secretary.

Miss Campbell gave a brief report of the action taken by the Montana State Library Association on the Montana Regional Library Development Plan at its annual meeting in Sidney on May 8. She stated that several Montana librarians seem not to be in favor of the plan, and it was her opinion that these librarians do not understand a system of regional libraries. She reported that the M.S.L.A. had voted to work for legislative support for an adequate budget to strengthen the Commission, with a provision for two field workers, and to continue its interest in regional library development.

The possibility of going ahead with plans for a regional library demonstration in Montana was discussed. Miss Campbell stated that library demonstrations in other states have been successful. She stated further that, while climate and terrain would curtail year-round bookmobile service in some sections of the state, it is completely practicable for city service and for rural service in certain areas.

Miss Fulmer announced that the A.A.U.W., at its state convention in Great Falls, endorsed the regional library plan.

She stated that the Farmer's Union and the Trades and Labor Council have shown intelligent interest and strong support for the plan.

Mrs. Fraser reported that she had met with opposition when she asked the Woman's club to which she belongs in Billings to sponsor a resolution supporting the regional library plan at the State Federation meeting in June. She had then approached one of the Roundup clubs which agreed to sponsor the resolution.

Miss Campbell stated that Inez Ratekin, incoming president of the State Federation of Women's Clubs, does not favor the regional library plan as proposed by the S.L.E.C. and is not willing to ask the federation to endorse it. She will, however, support the action taken by the State Library Association.

Mrs. Sattler pointed out that opposition will come from the big taxpayers also, who fear an increase in taxes, and they have a powerful lobby.

Miss Squires explained the system of school financing and pointed out that there are no taxes earmarked for support of libraries. She stated that budgets are cut because the legislature must balance appropriations against anticipated revenue.

The secretary pointed out that, in order to qualify for federal aid under the Library Services bill, the State will have to match the initial $40,000.00 grant. The funds of the state agency may be used for this purpose.

Miss Fulmer reported on the meeting of the P.N.L.A. Library Development Committee, which she attended in Seattle on May 6. She stated that the Committee is working on a plan to secure financial aid from one of the Foundations to investigate the following areas: the present library trustee system, state library

agencies, education for librarianship, school library service and sources of revenue for adequate library service. Another meeting of the Committee is scheduled for June 9, at which time Dr. Robert Leigh will be present as consultant.

Miss Fulmer stated that her appointment on the Library Development Committee expires in September and that she prefers not to be reappointed in order that other Montana librarians may have the opportunity to serve on the Committee. The names of Mrs. Marjorie Moores and Ann Whitmack were suggested. Miss Campbell pointed out that the appointment will be made by the P.N.L.A. Board of Directors.

The secretary presented a budget for 1953-1955, based on actual needs under the present set-up. The Commission decided to ask for two field workers at an attractive salary, with adequate travel allowances. These field workers would implement an educational program, among librarians as well as lay people, to gain support for regional libraries, direct publicity, and give help and guidance to librarians.

After further discussion a tentative budget was approved, with the proviso that the services of one field worker, instead of two, would be acceptable if it should become necessary to curtail the budget.

The tentative budget, to receive further consideration and final adoption at the October meeting, was drawn up as follows:

	1953-1954	1954-1955
Salaries - Secretary	$3,800.00	$3,920.00
Field worker	4,800.00	4,920.00
Field worker	4,800.00	4,920.00

	Office assistant	2,400.00	2,520.00
	Office assistant	2,400.00	2,520.00
Books		5,000.00	5,000.00
Travel	(based on extension service information)		
Furniture & equipment		1,000.00	1,000.00
Office supplies & expense		2,500.00	2,500.00
P.E.R.S.	(based on salary total)		

The chairman recommended that the salary of the Secretary be increased to $3,800.00 for 1953-54. The recommendation was approved by the Commission with the understanding that subsequent salary increases would depend upon whether or not the Secretary secured a degree in Library Science which she does not possess at the present time.

The field trip to be made in October by Miss Stadler, Mrs. Moores and Miss Torgrimson was discussed. The secretary stated that the salary for Miss Stadler ($260.00) and for Mrs. Moores (or her substitute in the Hill County Library) could be taken care of by the Commission. The travel expense would be about $500.00 for subsistence, plus mileage, which is difficult to estimate. The Commission agreed that this field trip should be undertaken without fail.

Miss Torgrimson stated that she plans to attend the A.L.A. conference in New York, June 29-July 5, and the post-conference Workshop Tour of Larger Units of Library Service in New York State, July 6-8. She said that she would not ask to have her expenses paid in view of the proposed field trip which might consume the travel fund. Miss Squires suggested that if any money should remain in the travel fund at the end of the biennium,

a claim for reimbursement could be submitted at that time.

The secretary was commissioned, while at A.L.A., to confer with Miss Janice Kee, Miss Helen Ridgway and other state library agency heads in regard to job analysis, salaries and travel allowances for the position of field worker; and to consult with Mr. Theodore Waller in regard to proposed plans for a Rural Reading Conference in Montana.

The meeting adjourned.

Respectfully submitted,

Ellen Torgrimson

Ellen Torgrimson, Secretary

MONTANA
STATE LIBRARY EXTENSION COMMISSION
MISSOULA, MONTANA

OFFICE OF THE SECRETARY

MINUTES OF THE S.L.E.C. MEETING, May 5, 1953

The State Library Extension Commission held a meeting on May 5, during the annual convention of the Montana State Library Association. The meeting was called to order at 9:00 A.M. in the office of Kathleen Campbell, chairman, who presided. Other members present were: Mrs. John B. Fraser, Mrs. Leo C. Graybill, Mrs. Esther Schmidt (representing Miss Condon) and Ellen Torgrimson.

Miss Campbell opened the meeting with a brief resume of library legislation during the 1953 Legislative Assembly. The budget request, submitted to the State Controller, had been drastically cut to $15,365.00 annually, a reduction of $9,904.50 for the biennium. Miss Campbell explained that, in her capacity as chairman of the M.S.L.A. Legislative Committee, she and Miss Torgrimson had gone to Helena early in the session to work out a compromise budget for the Commission. She stated that Rep. Gerald Hughes of Judith Basin County, member of the House Appropriations Committee and head of the sub-committee to which the S.L.E.C. budget had been assigned, seemed to be sympathetic and interested, yet the appeal for a Field Assistant was ignored.

Mrs. Graybill reported that she had found him evasive when she made inquiries regarding the status of the bill, always assuring her that it would be reported out of committee in a day or two. Actually, the appropriations bills for offices and commissions did not reach the floor of the House until the final week of the session. She suggested that the delay might have been deliberate to avoid discussion and pressure from interested persons.

Mrs. Graybill stated that after Miss Torgrimson had telephoned, asking her

to contact members of the Senate Finance and Claims Committee, she had talked to Senator Anderson of Pondera County, informing him that additional funds for postage, at least, were imperative, and it was through his efforts that the fund for office operation was increased. The suggestion was made that the fund might still prove to be inadequate, making it necessary to ask borrowers to refund postage. Mrs. Graybill stated that she would be opposed to such a move, since the increase had been granted specifically to meet the need for postage funds.

Miss Torrinson pointed out that the legislators do not realize what the Commission does; if it were located at the Capitol where they could see it in operation, it would mean something to them. Otherwise, the Commission's present location is ideal, since it gets free rent, janitor service and utilities. It also has ready access to the interlibrary loan privileges of the Montana State University Library.

Miss Campbell stated that it should not be up to the librarians in the state to carry the burden of legislation; lay people who are getting the library service should assume the responsibility. Mrs. Fraser reported on her experience with the Federation of Women's Clubs - she had found them not very interested.

The need for publicity was discussed, with the following media suggested: articles in all the county papers at regular intervals; news releases through the offices of the State Department of Public Instruction, County Superintendents; articles in the M.E.A. JOURNAL and other periodicals; finding people, who are interested enough in good library service to work for it, to give talks to service clubs and other organizations.

Miss Campbell reported on the excellent publicity which had resulted from the Rural Reading Program, sponsored jointly by the State Library Extension Commission and the Cooperation Extension Service. The cost of this publicity had been negligible, since the booklists were issued at Montana State College

and distributed through the offices of the County Agents. The MONTANA FARMER-STOCKMAN is generously running a series of feature articles on the Commission and the Rural Reading Program. Miss Torgrimson reported that she had been requested to write an article on the Commission for the spring issue of the Montana Institute of the Arts QUARTERLY. Demands for books have increased as a direct result of the publicity.

Mrs. Schmidt inquired if the possibility of securing a foundation grant had ever been considered. Miss Campbell stated that the Mountain-Plains Library Association had applied to the Ford Foundation for a grant to develop the Cahe Regional Library, but the grant had been refused, althought the plan had been well-developed and well-presented. She stated further that in Montana we need to sell the librarians, as well as the lay people, on the regional library idea, and that the most effective way to do this would be through a regional library demonstration, possibly in the Great Falls-Havre area. She pointed out that in Vancouver and Yakima, Washington, separate county and city library units had been successfully amalgamated.

Returning to discussion of the budget, Miss Campbell stated that the plan to employ a Field Assistant could not be carried out, since no allowance for her salary had been provided by the Legislature. She stated that Virginia Walton, formerly librarian of the Stillwater County Library, Columbus, had been approached as a candidate for the position and had indicated her willingness to accept. Since Miss Walton had a background of experience in Montana, it was particularly regrettably that employment of a Field Assistant had to be postponed.

Miss Torgrimson presented her reports:

CIRCULATION

	Adult		Juvenile	
	Non-Fiction	Fiction	Non-Fiction	Fiction
Books sent out	4,144	4,670	4,780	13,484
Additional circulation	1,853	4,465	2,570	10,210

Grand total	46,176	Registered borrowers	1,125
Interlibrary loans	1,060	Book collection	20,451

FINANCIAL REPORT (April 30, 1953)

643-1	Salary of Secretary	$ 583.48
2	Salary of Assistants	1,614.33
3	Books	10.93
4	Temporary help	18.34
6	Travel	593.26
7	P.E.R.S.	89.37
8	Equipment	0.00
9	Office Operation	46.05

Miss Torgrimson explained that, because of pressure of work at headquarters, she had been unable to do as much traveling as usual, therefore, there would probably be an unused balance in the travel fund. She reported that there would also be an unused balance in the salaries fund. During the past year one of her assistants could work only half time. In the hope that a Field Assistant could be added to the staff before the end of the fiscal year, no extra help except students had been employed. Mrs. Graybill suggested that, since Miss Walton would be returning to the state as an assistant on the staff of the Montana Historical Society Library, she be asked to work for the Commission during the month of June. The secretary was instructed to write to her.

Mrs. Fraser announced that her term would expire on May 22 of this year, and that she was doubtful of reappointment since a new state administration had come into office. She stated that she had enjoyed her years of service on the Commission and would continue her interest in its work. Miss Campbell expressed the appreciation of the Commission for her services.

The meeting adjourned.

Respectfully submitted,

Ellen Torgrimson

Ellen Torgrimson, Secretary

MONTANA
STATE LIBRARY EXTENSION COMMISSION
MISSOULA, MONTANA

OFFICE OF THE SECRETARY

MINUTES OF THE S.L.E.C. MEETING, March 1, 1954

The State Library Extension Commission met in Helena - Room 229, Mitchell Building - on March 1, with all members present. Lesley L. Heathcote, president, Montana State Library Association, was present as a guest.

The chairman called upon the secretary to present her reports, which were accepted (moved by Mrs. Graybill, seconded by Mrs. Mast) after deletion of one statement from the Biennial report to the Governor: "we have no static 'traveling libraries' with a fixed schedule of rotation." The motion carried. Miss Condon suggested that the Biennial report be released to the press.

The chairman reported on the September meeting with Miss Kee, Executive Secretary of the Public Libraries Division, A.L.A., in Great Falls. She announced that Miss Kee would attend the M.S.L.A. annual meeting in Helena in May to direct a Legislative Workshop.

In reporting on the Rural Reading Program, Miss Heathcote stated that the booklists have become so popular that a double run has been necessary. She reported that the series of radio programs on Books and Reading, which have been broadcast over seven radio stations in the state during the past several months, have been well received by radio audiences. She stated that the project would be continued next year. The chairman pointed out that the most significant thing about the Rural Reading Program was that it was initiated, not by librarians, but by Extension Service personnel. Miss Condon suggested that a letter be sent to the State Board of Education expressing appreciation for the cooperation of the Extension Service in promoting books and reading.

The chairman requested approval of the Commission for an out-of-state trip to Minneapolis in June to attend the annual conference of the American Library Association, with expenses paid. She explained that during the A.L.A. Midwinter meeting

in Chicago in February, she had participated in discussions of a proposal that the Drafting Committee of the Council of State Governments be asked to formulate suggested library legislation to serve as a model for states to follow. The purpose would be to make library legislation more uniform and adequate for present-day needs. She stated that she had also participated in conferences on library development and library extension, and that she had been specially requested to sit in on further discussions of these matters. Miss Condon moved, seconded by Mrs. Ewing, that Miss Campbell be authorized to attend the A.L.A. conference in Minneapolis. The motion carried.

Miss Campbell called upon Mrs. Mast to explain a plan which she had in mind of inviting Advisors to attend S.L.E.C. meetings. Mrs. Mast recommended that Commission meetings be held in different parts of the state and that key people from surrounding areas be invited to attend the meetings, the names of such people to be suggested by Extension agents, librarians and others who know the community. Through such Advisors the Commission could learn what the people need and want in the way of library service and thus hope to gain support for its legislative program. In the discussion which followed, it was pointed out that men as well as women should be recommended as Advisors; that the honor of being asked to serve would be the only compensation; that the group would correspond to the Citizens Committee for Education; and that the need for a Field Librarian could be effectively demonstrated to such a group.

Miss Campbell stated that there is urgent need for at least one Field Assistant because of pressure of work at headquarters which prevents the secretary from traveling. Mrs. Ewing stated that the position would require an exceptional person.

Some suggestions were offered for presentation of the S.L.E.C. budget for the next biennium: to emphasize personal approach to legislators and their wives before the primary and general elections to get committments of support; to

enter the salary for Field Assistant in the budget under "Library Assistant" to avoid reduction against the traveling promoter idea of field work; to demonstrate statistically the increased S.L.E.C. load with no additional staff; to secure endorsement in platforms of both parties for the extension of library service; to secure resolutions favoring library development by state conventions of various organizations and service clubs. The importance of having someone in Helena during the Legislative Session to watch progress of the budget bill was emphasized. Mrs. Graybill's good services during the 1953 session were cited.

Mrs. Mast moved, seconded by Mrs. Ewing, that lay advisors be invited to attend Commission meetings, beginning with the May meeting in Helena. The motion carried.

Miss Condon suggested that the Lion's Club might be persuaded to adopt promotion of library service as its statewide project. Miss Campbell agreed to discuss the matter with the Missoula Lion's Club president.

The secretary stated that a charging machine would facilitate circulation work and save clerical time. Miss Condon moved, seconded by Mrs. Mast, that a charging machine be installed as soon as possible. The motion carried.

Miss Condon offered to submit the Biennial report and a newsstory on the meeting to the AP and UP news services.

The meeting adjourned.

Respectfully submitted,

Ellen Torgrimson

Ellen Torgrimson, Secretary

MONTANA STATE LIBRARY EXTENSION COMMISSION

Minutes of meeting, May 2, 1954

The State Library Extension Commission met in the House Chambers of the Capitol Building in Helena at 1:00 p.m. on May 2d. Chairman Kathleen Campbell presided. Other members present were Mrs. R.L. Ewing, Mrs. J.B. Mast; Mrs. Esther Schmidt represented Miss Condon. Invited guests included Mrs. Hugh Hastings, Mrs. Alma Jacobs and Mrs Amy Patterson from Cascade County; Mrs. Dan Potter, Lewis and Clark County; Mrs. Frank Shaw, Powell County; Mrs. Julia E. McMullen, Silver Bow County; Mrs. Ruth Longworth, President-elect of the State Library Association; and Miss Janice Kee, Executive Secretary, Public Libraries Division, American Library Association.

Miss Campbell gave a brief resumé of the history of the Commission. She stated that at present the most urgent need is for a field assistant to work directly with schools, libraries and organizations to improve library service at the local level.

With the Legislature meeting in January, she continued, it is up to the people of the state to decide what kind of library service they want and are willing to work for. She stated that the Commission itself can make no demands. It has done a good job under the limitations of a small staff and insufficient funds, but the job is not good enough. She described the excellent publicity which had resulted from the Rural Reading Program, sponsored by the State Extension Service, from the Montana Farmer-Stockman column, and from the series of radio programs sponsored by the State Library Association.

Mrs. Mast suggested that information about the Commission and its work be compiled so that lay people would be able to discuss intelligently the library problems of the state.

Mrs. Shaw stated that she had only recently learned about the Commission when she obtained books on interlibrary loan through the Deer Lodge library. Miss Campbell explained that the Commission must guard against by-passing local libraries in giving direct service to individuals. The Commission's purpose is to supplement local library resources, and the effectiveness of its interlibrary loan service is dependent upon the initiative of the local librarian.

Mrs. McMullen called attention to the leaflet, "Do You Know about the State Library Extension Commission?", stating that it gave an excellent summary of the services offered and should be given wide distribution. Mrs. Jacobs suggested that libraries throughout the state be provided with a supply of the leaflets to be sent out when requests come from people outside a library's service area. The secretary agreed to make leaflets available.

Miss Kee referred to the circulation report which had been distributed by the secretary. She pointed out that the report showed greater use of Commission services by school children than by adults, raising the question whether greater emphasis should not be given to adult education. She stated that some state traveling libraries refuse to give any service to schools on the theory that schools have a responsibility to develop their own libraries.

Mrs. Mast objected to such a policy in Montana where schools, particularly in rural areas, have pitifully small collections of old and unattractive books. The chairman stated that "Books for Children" was the feature which sold the Commission program to the legislature when the first appropriation was granted. Mrs. McMullen stated that P.T.A. groups will sometimes help build up classroom libraries. Mrs. Schmidt stated that many teachers prefer to have books readily available in their classrooms, rather than in a central school library. She said that the State Department of Public Instruction is

trying to raise school library standards but is handicapped by the shortage of trained librarians. The chairman pointed out that in the schools, too, the services of a field librarian would be invaluable.

Miss Kee stated that it was good to have a school representative on the Commission to serve as a liaison between schools and libraries.

Mrs. Mast stated that adult reading should be stimulated, since adults would exert influence on legislators. Miss Kee stated that only a few people are over-organized; the rest have time for reading. The problem is to get books to them. In this, field worker plays an important part, working with librarians, trustees, and people who are using local library service but do not realize that more extensive resources of state and region are available to them.

Mrs. Shaw pointed out that librarians in small communities are overworked and underpaid, and library trustees are usually very busy people. She suggested that interested people should be encouraged to give talks on library problems before service clubs and organizations to inform them and get their support. The chairman reported that she hoped that the Lions Club would adopt as its statewide project the promotion of better library service for Montana. If such a project is approved by the Missoula club, its president will present the proposal at the state convention to be held in Yellowstone Park in June.

Mrs. Potter stated that rural women must be reached, but that most of them are not readers. She suggested working through county a[illegible]s and home demonstration clubs in order to reach a representative group. She urged that good speakers be sent to present the library program to rural people and suggested that at least one Home Demonstration Club meeting each year be devoted to a program on books and reading and that some attention be given to the subject at each annual meeting of the Home Demonstration Council.

Mrs. Hastings agreed that home demonstration clubs would be interested in this type of program, both from a cultural standpoint and as a phase of family living. Miss Kee stated that, although rural women may not have much time for reading, they are always attracted to beautiful and interesting-looking books. Mrs. Mast emphasized the importance of having books with you when talking about books. Miss Kee stated that booklists are a good publicity medium and suggested use of timely topics, such as, "How to Be a Better Parent" and "Juvenile Delinquency." She suggested that city librarians would make effective speakers on library matters.

The chairman spoke about the importance of bringing the needs of the Commission to the attention of legislators and stated that this should be done by key people in the community. She stated that the Commission would concentrate its efforts on the addition to the staff of a field librarian for the next biennium. The field librarian would work directly with librarians in the state, giving help in technical and administrative problems, and would direct publicity and public relations for the Commission. In the discussion which followed, the group agreed that lay people or trustees could influence legislators most effectively, that all state conventions of clubs and organizations should be asked to give support to the Commission, and that work on the legislative program must be started immediately.

The meeting adjourned.

****

The members of the Commission held a short business meeting.

The secretary read a letter from Governor Aronson in which he acknowledged the biennial report and commended the work of the Commission.

In a brief discussion of the next biennial budget for the Commission, it was agreed that attention should be centered on an increase to provide for the

salary of a field librarian, more travel funds and a more adequate book allowance. The full meeting of the Commission was scheduled for September.

The secretary announced that a supplemental appropriation of about $96.00 must be submitted to the 1955 legislature for Public Employees' Retirement System payments.

The secretary requested approval of $5.00 monthly increases for the two assistants on the staff, beginning July 1st. Mrs. Mast so moved, Mrs. Ewing seconded, and the motion passed.

The meeting adjourned.

Respectfully submitted,

Ellen Torgrimson

Ellen Torgrimson

Secretary

MONTANA
STATE LIBRARY EXTENSION COMMISSION
MISSOULA, MONTANA
OFFICE OF THE SECRETARY

MINUTES OF MEETING, September 24, 1954

The State Library Extension Commission met in Room 229, Mitchell Building, in Helena on September 24, 1954. Members present were: Chairman Kathleen Campbell, Mrs. J. B. Mast, Mrs. Leo C. Graybill, Mary M. Condon and Ellen Torgrimson, Secretary. The Montana State Library Association was represented by Ruth O. Longworth, President, and Lesley M. Heathcote, Past President.

The Minutes of the meeting of May 1, 1954, were approved as distributed. The Secretary distributed reports as follows: statistics for the fiscal year ending June 30, 1954; and a budget work-sheet showing expenditures covering the fiscal years ending June 30, 1953 and June 30, 1954.

Miss Campbell stated that the main order of business concerned adoption of a budget for the 1955-1957 biennium, to be submitted to the office of the State Controller on October 1st. She reported that as a result of the Legislative Workshop held at its annual meeting in May, the Montana State Library Association had voted to carry on an all-out campaign to secure an adequate budget for the State Library Extension Commission, with special emphasis on the addition to the staff of a Field Librarian. She further reported that in order to enlist lay support for this project, a statewide Friends of the Library organization had been initiated.

The Chairman recalled that she had been commissioned to solicit the support of the Missoula Lion's Club with a view to getting statewide endorsement from this club at its convention in June for the Commission's budget request. She stated that she and the Secretary

had roughly estimated the necessary budget increase at $20,542.00 for the biennium; that she had presented these figures, together with facts and statistics concerning the Commission's work, to the Executive Committee of the Missoula Lion's Club, and that the Committee had shown great interest and enthusiasm for the project and promised to bring it before the convention for approval.

Mrs. Graybill reported that she had attended the convention with her husband. She reported that the state organization did not endorse the budget as such, but passed a resolution recommending that the district governor suggest to individual clubs that at least one meeting be devoted to an explanation of what the State Library Commission is doing.

In considering the 1955-1957 budget request, the schedule of expenditures for the 1953-1954 fiscal year was used as a basis to determine anticipated needs in each category. Mrs. Graybill moved that the increase in the budget be limited to $20,000.00 for the biennium. The motion was seconded and carried. Miss Campbell recommended that $6,000.00 be allowed each year for books. Miss Condon recommended a travel fund of $1,500.00 for the first year, $2,000.00 for the second year. The Secretary explained that in the line of equipment additional shelving, a vertical file and a typewriter replacement would be needed; that a normal increase in demands for library service would require more money for postage, printing and office supplies; and that the employer's contribution to the Public Employees Retirement System must be based on total salaries.

Mrs. Graybill posed the question, "Do we have any hope of getting this increased appropriation?" The Chairman stated that an additional staff member is essential because work at headquarters has increased to such an extent that it is impossible for the Secretary to do the

job that needs to be done in the state - reorganization and supervision of small town libraries to increase their efficiency and effectiveness; workshops, institutes and on-the-job training for librarians who have had no formal training; work with schools, individuals and organizations. Miss Condon stated that the above points would be useful in showing that taxpayers' money could be saved throughout the state through this kind of service from the Commission.

Mrs. Mast inquired why the State Library Association through workshops and institutes could not help these untrained librarians. Mrs. Longworth pointed out that only a few can afford to attend Association meetings. Mrs. Graybill stated that the personal visit is more effective because a librarian can best be shown in her own library what can be done to improve it.

In the discussion of how to get public support for the work of the Commission, the following points were brought out: that Lion's Club interest should be followed up; that a Helena A.A.U.W. member should be chosen to appear before the Appropriations subcommittee to testify; that librarians and lay people should tell legislators how they have been helped by the Commission.

Mrs. Mast stated that a great deal of interest has been shown by the women who attended the Home Demonstration Council in Bozeman in June, at which she had given a talk about the work of the Commission. She further stated that letters and requests, supplied by the Secretary, had been used very effectively.

Miss Condon moved that a special news release be prepared for each county newspaper in the state telling how the Commission has served that county. The motion was seconded and passed. Miss Condon suggested enlisting the help of the Journalism Department at Montana State

University for this purpose. She stated that copies of the news releases should be sent to the librarians and legislators in each county. She suggested also that the annual report be made more colorful with illustrations and human interest stories.

Mrs. Graybill pointed out that appropriation bills for state agencies always come up during the final week of the session, which gives little opportunity to bring pressure to bear. Mrs. Mast suggested that the Commission secure at least one good lay person to help with lobbying. Names suggested were: Betty Davis, Bozeman; Mrs. Frank Shaw, Deer Lodge; and E. G. Toomey, Helena. Mrs. Longworth stated that the State Library Association could pay expenses for a lobbyist. Both Mrs. Graybill and Mrs. Mast agreed to work with the Legislature. Mrs. Graybill suggested the possibility of asking for a public hearing during the Legislative session.

Miss Condon charged the Secretary with getting the Commission's program before the A.A.U.W. Workshop, meeting in Helena October 1-2; and with asking the Executive Secretary of the Montana Education Association to include the Commission's budget in his discussion of legislation in the field of education at a meeting to be held on October 9.

At this point the Commission went into executive session to discuss salaries and staff personnel. The Commission agreed that in order to set a standard of library service for the state, the Secretary must be fully qualified with a degree in Library Science. Inasmuch as the present Secretary does not have a library science degree, two alternative courses of action were offered to her: a leave of absence, with three months' pay, beginning September 1955, in order to secure a degree in Library Science, and return to the position of Secretary of the Commission at a proposed salary of $4,800.00; the employment of a qualified Secretary, the present Secretary to remain on the staff in a sub-

ordinate position, such as Catalog-Reference Librarian. The Secretary was informed that her answer need not be given immediately, as she probably would wish to give the matter consideration.

The budget as roughly outlined was approved, and the Chairman and Secretary were delegated to make whatever adjustments might be necessary under "Operation" to keep the total within the $20,000.00 maximum increase, the completed budget to be mailed to each Commission member for final approval before submitting it to the State Controller on October 1.

The Chairman announced that she would call a meeting of the Commission in late November or December to make further plans for Legislative action.

Miss Heathcote reported on publicity projects underway in the State Library Association - rural reading booklists; articles in the MONTANA FARMER-STOCKMAN; Music Masters, Inc. book review broadcasts; short articles by Montana authors recounting their experiences in getting help from libraries.

Mrs. Longworth gave a brief progress report on the Friends of the Library Division and stated that a separate division for Trustees might be organized in the Montana State Library Association. She stated that a Workshop for Trustees would be held at the Miles City meeting of the Association in May 1955. The Chairman announced that the Hill County Friends group had sent letters to 98 librarians urging the organization of Friends of the Library groups throughout the state.

The meeting adjourned.

Respectfully submitted,

Ellen Torgrimson

Ellen Torgrimson

Secretary

MONTANA
STATE LIBRARY EXTENSION COMMISSION
MISSOULA, MONTANA

OFFICE OF THE SECRETARY

MINUTES OF MEETING, December 29, 1954

The State Library Extension Commission met in Room 209, Mitchell Building, in Helena on Dec. 29, 1954. All members were present except Mary Carden, who was represented by Gwendolyn Squires.

Mrs. Watt requested that a correction be made in the minutes of the Sept. 24th meeting, to read: "A motion was made by Mrs. Watt, seconded by Miss Carden, that Mrs. Greybill serve as chairman of the Commission's Legislative Committee. The motion passed." With this correction, the minutes of the Sept. 24th meeting were approved.

The Chairman brought up, under old business, the question regarding the status of the Secretary. After some discussion, the Secretary stated that she would go to Library School. Mrs. Greybill moved that, since the Secretary had informed the Commission that she would obtain a degree in Library Science, the Commission should follow the recommendation of the Sept. 24th meeting, namely, that she receive a nine months' leave of absence, with three months' pay (on the present salary base of $3,600.00) beginning Sept. 1, 1955, and that she return to the position of Secretary at a proposed salary of $4,020.00. Mrs. Watt seconded the motion. The motion carried.

Mrs. Greybill suggested that a policy regarding vacations, sick leave and attendance at conferences be adopted. Miss Squires stated that the state law governing vacations of state personnel allows 1 1/4 days per month of employment, or 15 days per year. She explained that this was set as a minimum. She stated that a law governing sick leave would be presented to the 1955 legislature for consideration. Mrs. Watt

suggested that no action be taken on the sick leave question, pending action of the Legislature. Miss Campbell stated that one month's vacation was the standard library practice. Other members expressed the opinion that two weeks was more general. The question was tabled for further study.

Mrs. Greyhill stated that a definite policy in regard to conferences and conventions should be adopted. The Chairman stated that in her opinion it was important that the Secretary attend the state and regional conferences, but that national conferences should be judged on their merit.

Mrs. Mast moved, seconded by Mrs. Greyhill, that a manual of information be prepared to include a description of the Commission and its functions, the Commission law, schedules of salaries, and policy on sick leave, conferences, and vacations. The motion carried.

In further consideration of the budget for 1955-1957, Mrs. Mast moved, seconded by Mrs. Ewing, that the travel expense section be broken down for the convenience of the Legislative Chairman in her work with the Legislature. The motion carried.

Miss Campbell informed the members that she thought the next project of the Commission should be an amendment to the present Commission law removing the Chairmanship from the State University Library, increasing the membership of the Commission, and extending the term of service. She stated that she has long been of the opinion that the Chairmanship should not be vested in the Librarian of the State University and that she had voiced this opinion many times to previous members of the Commission, but that Commission members were unwilling to make a change until the Commission had grown stronger and until there was some assurance of continuity of service among appointed members.

The motion was seconded [illegible] and carried that pro[illegible]
persons should not be expected to bear the burden of responsibility
[illegible] year to year, and that, therefore, the method of electing a
chairman would distribute responsibility among the members. At this
point Miss Campbell asked Mrs. West to take the chair, and she stated,
"That the Commission propose an amendment to the present Commission
law during 1937 legislature to include the following changes: that
the University Librarian remain on the Commission, together with the
State Superintendent of Public Instruction, as an ex-officio member,
but that the chairman be elected by the membership; that two additional
members be appointed to the Commission, and that districts in the state
be represented in the membership; that the term of service on the Com-
mission be increased to five years from three." The motion was second-
ed by Mrs. Graybill and carried.

Mrs. Graybill expressed the appreciation of the Commission to Miss
Campbell for her fine service in its behalf.

Mrs. Ewing moved, seconded by Miss Squires, that the proposed agenda
for each Commission meeting, with a consecutive of reports to be pre-
pared, be sent to each member two weeks in advance of the meeting.
The motion carried.

The Secretary reported that a supplemental appropriation of $95.42
would be submitted to the Legislature to cover a deficiency in the I.E.D.C.
Mrs. Graybill moved, seconded by Mrs. West, that the supplemental
appropriation be approved. The motion carried.

Members of the Executive Committee of the Montana State Library
Association - Miss Hamilton, Miss Hamilton and Mrs. Longworth -
[illegible] the group for a discussion of legislative plans and activities.
Miss Campbell, chairman of the M.S.L.A. Legislative Committee, reported
[illegible] committee had met in Helena on Oct. 24th to crystallize plans

-2-

[illegible] proceeding the legislative program. Mrs. Hernandez, publicity chairman of [illegible] reported on the books displayed at publicity library exercises in the state. She stated that she had arranged book stories at 24 model book markets over 12 counties, and that president Veterans Mothers had been asked to write articles about their library experiences during [illegible] and photographically [illegible] published in 24 county and local newspapers [illegible] Council [illegible] three months.

Mrs. Campbell suggested that the Secretary employ an extra stenographer if necessary in order to get letters out to patrons asking them to write to their own legislators and to the members of the sub-committees of the House and Senate to which the C.L.S.C. budget would be assigned for study. It was suggested that names of influential people in various communities could be obtained from librarians, county superintendents, home demonstration agents, presidents of service clubs and organizations which are pledged to support good library service.

Mrs. Campbell stated that it was important that the members of the subcommittees of the House Appropriations and Senate Finance and Claims Committees receive a quantity of mail from their constituents and from all parts of the state. She suggested that the names of the men assigned to these subcommittees be made known as soon as possible.

Other suggestions for publicity included: five minute talks before service clubs and organizations about the work of the Commission, preferably by a lay person; radio spot announcements, either on free public service time or through local advertising.

The meeting adjourned.

Respectfully submitted,

Ellen Torgrimson

Ellen Torgrimson

Secretary

MONTANA
STATE LIBRARY EXTENSION COMMISSION
MISSOULA, MONTANA

OFFICE OF THE SECRETARY

MINUTES OF MEETING, May 8, 1955

The State Library Extension Commission met at 3:20 p.m. on May 8th, in the Carnegie Public Library, Miles City. Members present were Kathleen Campbell, Chairman; Mrs. P. I. Ewing, Mrs. Leo C. Graybill; Mrs. Winnafern Moore represented the Superintendent of Public Instruction. Mrs. Gretchen Knief Schenk was present as consultant; Mrs. Ruth O. Longworth, Virginia Walton and Mrs. Clare Brink represented the Montana State Library Association. Visitors were Mr. and Mrs. Taylor from Cohagen and Mrs. Marie Brink from Miles City.

Miss Campbell presided at the meeting. She asked for approval of the Minutes of the September and December meetings which had been mailed to the members. Mrs. Graybill so moved, seconded by Mrs. Ewing; motion carried.

The chairman stated that the position of Field Librarian, authorized by the 1955 Legislative Assembly, would be open July 1st. There was discussion of desired qualifications - experience in library extension work, college and library school graduate, young, mature in judgment, adaptable. Mrs. Graybill stated that in her opinion what the Commission needs most is a public relations person to sell the Commission to the people of the state, that it has already done a nice job with books but now needs to sell the idea of good library service and to improve libraries on the local level.

The chairman appointed Mrs. Graybill to head the Appointments Committee. Mrs. Graybill responded that her term would expire this month and that she did not anticipate reappointment. Miss Campbell stated that efforts would be made to persuade the Governor to reappoint her.

The chairman was given authority to take the necessary steps to fill the position of Field Librarian, to arrange for personal interviews with candidates (expenses to be paid by the Commission if necessary) and summon Commission members

for special reports when necessary.

The problem of securing an acting secretary for the duration of Miss Torgrimson's leave of absence was discussed. The members agreed that someone with training and experience was needed.

Mrs. Schenk was called upon for suggestions. She stated that all states are different and do not fit into the same pattern of library development. She agreed that in Montana work must be directed toward regional library organization. She stated that Montana can look to the Pacific Northwest Library Association for help and leadership. She urged the Commission not to overlook leadership within the state in selecting a Field Librarian.

Miss Campbell announced that the Ford Foundation had made a grant of $60,000 to the Pacific Northwest Library Association for a survey of library facilities in the Northwest; school and college libraries will be included in the survey which is to be published; although regional in scope it will have a tremendous impact at the national level; the study will cover a period of probably 1½ years.

The possibility of eventually moving the Commission offices to Helena was discussed briefly. The chairman stated that the Commission should be increased to five lay members, with the chairman to be elected by the group.

Mr. and Mrs. Taylor and Mrs. Brink offered a few comments on services their schools have received through the Commission. Mrs. Brink expressed the wish that the library service to rural areas could be extended through existing city libraries. It was pointed out to her that city libraries are supported by a tax levy, and since the rural people do not help support it they are not entitled to free service. The chairman thanked them for coming.

The meeting adjourned.

Respectfully submitted,

Ellen Torgrimson

Ellen Torgrimson, Secretary

MONTANA

STATE LIBRARY EXTENSION COMMISSION

MISSOULA, MONTANA

OFFICE OF THE SECRETARY

Minutes of Special Meeting, May 17, 1955

A Special Meeting of the Commission was held in Helena, in the Mitchell Building, on Tuesday afternoon, May 17, at 2:00 o'clock. This meeting was called for the purpose of meeting with Miss Virginia Walton to discuss the newly created position of Field Librarian, which will be open on July 1, 1955.

The meeting was called to order by the Chairman, Kathleen Campbell.

Those present in addition to the Chairman were, Mrs. Leo Graybill, Mrs. J. D. Mast, Mrs. R. L. Ewing, and Mrs. Winnifern Moore, representing Miss Mary Condon.

The Chairman informed Miss Walton that the State Legislature had appropriated additional funds in the 1955 Session to employ a Field Librarian and to increase the travel account. She also informed Miss Walton that she had been highly recommended to the Commission both by Mrs. Gretchen Schenk and Miss Janice Kee, Executive Secretary of the Public Libraries Division of the A.L.A., and that the Commission was interested in her attitude toward the position.

Miss Walton stated that the position interested her, and expressed her ideas regarding the position. She further stated, however, that she would have to give consideration to a change in position. After a full discussion of the matter, Mrs. Graybill moved that the position of Field Librarian be offered to Miss Walton, beginning July 1, 1955, at a salary of $5,000.00. The motion was seconded by Mrs. Mast and carried unanimously. The Chairman was instructed to write a formal letter to Miss Walton offering the position to her.

The Chairman brought before the meeting a letter which was written by the Secretary of the Commission to the President of the Montana State Library Association objecting to action by the Association at its annual Conference to take over the publication of MONTANA LIBRARIES. A copy of the letter is attached to these minutes. After discussion of the matter, Mrs. Mast took the Chair, and Miss Campbell moved that before the State Library Extension Commission relinquishes publication of MONTANA LIBRARIES, a committee of the Montana State Library Association meet with the Commission to discuss the matter and to consider the possibility of a joint publication. The motion was seconded by Mrs. Graybill and carried unanimously.

The meeting was adjourned at 4:45 o'clock.

Respectfully submitted

Helen Ewing
Acting Secretary

MONTANA

STATE LIBRARY EXTENSION COMMISSION

MISSOULA, MONTANA

OFFICE OF THE SECRETARY

23 June 1955

MINUTES OF SPECIAL MEETING, 23 June 1955

The State Library Extension Commission held a special meeting in Helena on June 23, at 2:00 p.m. in Room 202, Mitchell Building. Members present were: Kathleen Campbell, chairman, Mrs. J. B. Mast, Mrs. Leo C. Graybill, Mrs. R. L. Ewing, Mrs. Winnafern Moore (representing Miss Condon), and the Secretary.

The chairman stated the purpose of the meeting - selection of a Field Librarian - and presented the applications of two candidates, Miss Florence Biller, Lenoir City, Tenn., and Mrs. Catherine Chadwick, Taft, Calif. Miss Campbell stated that it was difficult to find candidates, that she had received no help from the library schools to which she had written, and that Miss Janice Kee of A.L.A. had noone to suggest at the present time. She stated that Mrs. Chadwick had been recommended by Mrs. Gretchen K. Schenk and that Miss Biller was recommended by Miss Maryan Reynolds, Washington State Librarian, and had other excellent recommendations. The Secretary stated that she had met Miss Biller at the Workshop for Extension Librarians held at the University of Washington in 1951, and that in her opinion Miss Biller would make an excellent Field Librarian for Montana, having had experience in an area with similar conditions and problems.

Letters from both candidates, together with their recommendations, were read, and there was discussion of their qualifications. After each Commission member had been given an opportunity to express her opinion, a vote was taken. Mrs. Chadwick was declared unanimously elected.

Mrs. Mast moved that the position of Field Librarian be offered to Mrs. Catherine Chadwick, with the recommendation that if she did not accept, the position be offered to Miss Biller. Mrs. Ewing seconded the motion. The motion carried.

The Chairman stated that she planned to leave for her vacation on June 29, and that she would like to have the arrangements completed before her departure. Mrs. Graybill moved that a telegram be sent to Mrs. Chadwick offering her the position. Mrs. Mast suggested that Miss Campbell should telephone. Mrs. Graybill amended her motion. The motion was seconded by Mrs. Moore and passed. Miss Campbell agreed to telephone Mrs. Chadwick, explaining what the position involves, following up with a confirming letter, and allowing her a reasonable time for consideration before giving her answer.

The Secretary reported that applications for the position of Acting Secretary had been received from Mrs. Hazel Christiansen, Arlee, a retired librarian, and Mrs. Iva Lea Orr, Assistant Librarian, Dillon Public Library, neither of whom were trained librarians. She stated that she had written to Miss Tekla Hovedal, formerly school librarian at Forsyth, who had since completed a course in Library Science, but that she had received no reply. Mrs. Graybill moved, seconded by Mrs. Ewing, that Miss Torgrimson be authorized to offer up to $300.00 per month for the Acting Secretary's salary, depending upon qualifications. Mrs. Graybill moved, seconded by Mrs. Mast, that Miss Torgrimson use her own judgment in selecting an Acting Secretary to serve during her leave-of-absence. The motions carried.

Miss Torgrimson brought up the matter of salary increases for the two Commission staff members. Mrs. Mast moved, seconded by Mrs. Graybill, that the Secretary be authorized to grant $5.00 per month increases to these staff members. The motion carried.

The Chairman stated that she would call a meeting of the Commission in August, instead of in October, in order that the Secretary and Field Librarian could both be present. Mrs. Graybill requested that it be called after the 15th. The Secretary was requested to present a break-down of the salary fund at this meeting.

The meeting adjourned.

Signed: Ellen T. Jamison

Ellen T. Jamison, Secretary

MONTANA
STATE LIBRARY EXTENSION COMMISSION
MONTANA STATE UNIVERSITY LIBRARY
MISSOULA, MONTANA

OFFICE OF THE SECRETARY

MINUTES OF MEETING #1, AUG. 12, 1955

The State Library Extension Commission met in Helena on August 12, 1955, in Room 327, Cogswell Building. The following were present: Kathleen Campbell, Chairman, Mrs. Frank Fulton, Mrs. J. C. West, Mrs. E. I. Ewing, Mrs. Minnaflora Moore (representing Mary Gordon), Virginia Nelson (representing the State Library Association), Mrs. Catherine S. Chadwick, Library Consultant, and Ellen Torgrimson, Secretary.

The Chairman opened the meeting at 1:30 p.m. by calling for approval of the minutes of the May 9, May 10, and June 20. Mrs. West so moved; the motion was seconded and carried.

The Chairman introduced Mrs. Frank Fulton, newly appointed member of the Commission, and Mrs. Catherine S. Chadwick, who had begun her duties as Library Consultant on August 1. Miss Campbell stated that during her first year Mrs. Chadwick would try to get an overall picture of library service in Montana, then lay plans for a definite program of library development. Mrs. West moved, seconded by Mrs. Ewing, that Mrs. Chadwick be allowed a period of familiarization; the motion carried.

The Chairman announced that Mrs. Chadwick wished to attend the P.N.L.A. Conference, August 29-31, and the meeting of the California Library Association in October where Dr. Leigh would be consultant at a workshop and would be available for conferences. She requested time to attend the C.L.A. conference but would not ask for expenses. Mrs. Ewing moved, seconded by Mrs. Fulton, that Mrs. Chadwick be allowed expenses to the P.N.L.A. conference and the time required to attend C.L.A. The motion carried.

The secretary presented the Library Board's proposed budget for submission to the Governor for the biennium of appropriations for the current years. The Commission members were requested to submit suggestions for changes they would like to have made in the report within a week. She announced that she would be leaving Sept. 1st and that a WPA clerk stenographer would be employed to fill out the unexpired portion of secretary's term.

In a discussion of future plans for library development in Montana, the following points were brought out:

There is a need for an educational program for people and librarians.

Larger units of library service with cooperative purchasing, cataloging and processing of books would be more efficient.

There is a possibility of using the Commission's service unit with all its books in the field.

A move to Helena might be advisable - perhaps into a wing added to the Veterans and Pioneers Memorial Building.

Cooperation with Montana State University in offering library training through Workshops and Institutes for public librarians is planned.

The Library Consultant was requested to proceed with the preparation of a tentative budget of Recreation to be presented at the next meeting.

Mrs. Moore presented a book list which she had prepared as a suggested junior list to be used by schools. The need for such a guide was emphasized.

The Chairman announced that the next scheduled meeting of the Commission would be held in Bridger in May in conjunction with the annual conference of the State Library Association.

Mrs. Best moved the following resolution:

RESOLVED: That the State Library Extension Commission express to Mrs. Ida C. Bright its sincere appreciation for her fine quality of work on the Commission, for her valuable assistance in promoting the 1935 legislative program of the Commission and for her fine work in the library profession as evidenced by her

[illegible] a Library Trustee." Mrs. Craig seconded the motion; the motion carried. The Secretary was instructed to send a copy of the resolution to Mrs. Coughill.

The meeting adjourned.

Respectfully submitted,

Ellen Torgrimson

Ellen Torgrimson, Secretary

MONTANA
STATE LIBRARY EXTENSION COMMISSION
MISSOULA, MONTANA

OFFICE OF THE SECRETARY

MINUTES OF THE MEETING OF THE STATE LIBRARY EXTENSION COMMISSION
February 5, 1936

The Montana State Library Extension Commission met in the Placer Hotel in Helena on Saturday morning, February 5 at 10:00 o'clock. The meeting was called to order by Miss Lesley Campbell, Chairman. Present were Miss Campbell, Mrs. F. R. Watt of Livingston, Mrs. R. L. Ewing of Chicago, Mrs. Frank Fulton of Billings, Mrs. W. Thorn Moore of Missoula representing Miss Mary C. Hall, State Superintendent of Public Instruction, and Mrs. Catherine E. Chadwick, Library Consultant to the Commission. Guests were Miss Lesley Heathcote, Librarian of the State College at Bozeman, Mrs. Atta Craybill, former member of the Commission and Chairman of Montana State Library Association Legislative Committee, and Miss Virginia Watt, President of the Montana State Library Association. The minutes of the meeting of August 14, 1935 were approved as distributed.

The report of the Library Consultant for her first six months of service was in the hands of the Commission previous to this meeting and was briefly discussed. The Commission approved the activities of the Consultant and a general discussion was held on the points and policies brought out in the report. Miss Campbell stated that she wished to go on record as recommending that this type of progress report be made to the Commission at regular intervals from headquarters. The future housing of the Commission came in for discussion after Miss Campbell had explained the policy of the University in regard to organizations not a part of the University itself. It was explained that funds are available in the Capitol Land Grant Fund for buildings in Helena. These funds may be used in Helena only. An approval of the legislature is necessary before such funds can be allocated for any purpose. It was moved by Mrs. Ewing that the Commission ask the assistance of the legislative committee of the Montana State Library Association in securing permanent quarters for the State Library Extension Commission in Helena. Mrs. Watt seconded the motion and it was unanimously passed.

The Seattle Public Library which is a depository of the U. S. Government for books for the blind has recently informed those areas in the Northwest receiving service to the blind through talking books that it will be necessary for each state to assume its share of the financial responsibility for this service. Although the talking books themselves are a service given free by the United States Government, an additional staff is required to process calls while the requests from the various states. The State Library Extension agencies have been named as those logically fitted for this service and it is considered desirable that they request appropriation of sufficient funds to cover these charges. Mrs. Watt moved that in accordance with the request from the Seattle Public Library that the M.S.L.E.C. go on record as favoring the policy of assuming Montana's share of the expenses incurred in serving Montana's blind. The motion was seconded by Mrs. Moore and passed unanimously. Mrs. Fulton moved that the Commission ask the legislative committee of M.S.L.A. to help the Commission secure an increased budget for this purpose from the next legislative session. This motion was seconded by Mrs. Watt and passed by the group.

Mrs. Chadwick announced that the Commission would would be ready for discussion at the May meeting of the M.S.L.E.C. to be held during the State Library Meeting in Kalispell, and Miss Campbell reported that a re-evaluation of the purpose and function of the Commission should be considered at the Fall meeting of the M.S.L.E.C.. Mrs. Watt moved that the advisory committee as appointed by the Chairman on Federal aid continue to function with the M.S.L.E.C.. The motion was seconded by Mrs. Fulton and carried. A brief discussion of fed-

aid and its application [illegible]. [illegible]
meeting later in the day.

A letter from Mrs. Ada Caldwell thanking the Commission for its resolution of gratitude was read by Mrs. Chadwick.

The meeting adjourned at 12:30 P.M.

Respectfully submitted,

Catherine S. Chadwick

Catherine S. Chadwick,
Library Consultant

MONTANA
STATE LIBRARY EXTENSION COMMISSION

MISSOULA, MONTANA May 9, 1956

OFFICE OF THE SECRETARY

Minutes of the meeting of the State Library Extension Commission
May 3, 1956

The Montana State Library Extension Commission met in the Carnegie Library of Kalispell on Thursday evening May 3, at 8 p.m.. Present were the chairman, Miss Kathleen Campbell, Mrs. Frank Fulton, Mrs. Helen Ewing, Mrs. Winnafern Moore, representing Miss Mary Condon, state superintendent of public instruction, Miss Virginia Walton, president of the Montana State Library Association, and Mrs. Catherine Chadwick, Library Consultant. Dr. Irving Lieberman, director of the University of Washington School of Librarianship, was asked by the chairman to sit in on the meeting. Mrs. J. B. Mast was unable to be present. Minutes of the meeting of February 5 were approved as distributed.

It was agreed that the Commission dispense with the regular order of business so that the group might hear from Dr. Lieberman on the question of library development in Montana. Members of the Commission reviewed for Dr. Lieberman's information the history of the Commission, its accomplishments, objectives and plans for the future. Dr. Lieberman had several suggestions to make in connection with the PNLA Ford Foundation Project. He suggested that the library consultant provide him with full information on all libraries in the state, special as well as public. Mrs. Moore agreed to provide information on all school libraries. This material is to be sent to Dr. Kroll, director of the Ford Foundation Project.

The Chairman stated that after the meeting of the Commission on February 5, she and the Library Consultant had conferred with Mr. Ross Toole, Director of the Historical Society of Montana, regarding quarters for the Commission since Mr. Toole had indicated earlier that he would be willing to have the Commission housed in an Annex to the Historical Society building. An architectural sketch of a proposed building was presented to the Commission members with a statement from the Chairman that the plans were tentative only.

In connection with the proposed Commission headquarters, the Chairman pointed out that at the meeting of the Commission in February she had outlined the function and the accomplishments of the Commission over the past ten years and had stated that before planning new quarters the Commission should review its purpose and function for the future; that is, should the Commission continue to act as a "supply station" for books for libraries throughout the state or should it begin to center its attention on strengthening local library service through the assistance of professional staff and an in-training program, maintaining a skeleton book collection for rural areas without library service. Dr. Lieberman stated that the function of the Commission must be determined before future plans can be crystallized, and recommended that Chapter IV, dealing with patterns of library service, in Gretchen Schenk's book, COUNTY AND REGIONAL LIBRARY DEVELOPMENT would be most helpful. Commission members agreed that careful consideration must be given to the Commission and its policies before making definite plans, but Mrs. Fulton moved that the architectural sketch prepared by the firm of McIver, Hess and Haugsjaa be approved in principle. The motion was seconded by Mrs. Ewing and carried.

The question of service to the schools was mentioned and Dr. Lieberman commented that the office of the State Superintendent of Public Instruction must have a school library supervisor and centralization of instructional materials was the desirable feature for schools.

Dr. Lieberman emphasized that in-service training workshops should be the Commission's responsibility, that at least three librarians should participate in the workshops, and that they might be given consecutively on at least two of the campuses of the University system for a week at a time during the summer.

Mrs. Fulton commented that she had discussed the need for headquarters with several members of the legislative body of the state, and that she had met with a very unfavorable response. She was of the opinion that they were not aware of the need, and she seemed somewhat discouraged about convincing them. The Commission joined Dr. Lieberman in emphasizing the importance of her role and that of other Commission members in enlightening legislators and she agreed to continue to do a job of educating them.

Mrs. Chadwick stated that she would submit her completed plan for federal aid in the very near future.

The Commission approved expenses for the Library Consultant to attend the conferences of the ALA and the National Association of State Libraries in Miami, Florida, June 16-23. The question of planning for federal aid is to be discussed in two workshops at least during the session, and other important phasds of library work are to be emphasized,--adult education, audio visual aids, building, etc.

Copies of the tentative manual were sent to Commission members previous to the meeting. The manual was discussed briefly and the chairman recommended that it be considered in detail with changes, additions, etc., at a later meeting.

A letter from Miss Torgrimson greeted the Commission members and stated that she would complete her work at the University of Illinois around June 8th. Miss Torgrimson further stated that she would not return to her duties until July 1, since the Library Consultant had informed her that funds were not available for the Secretary's salary until July 1. Members of the Commission were of the opinion that July 1 was the stipulated date for Miss Torgrimson's return to the Commission and approved that date as satisfactory.

Respectfully submitted,

Catherine S. Chadwick

Catherine S. Chadwick,
Library Consultant

Mr. Jacobson of the Westana Equipment Company was introduced. He presented information regarding an International Harvester truck unit which could be adapted for use as a bookmobile. He estimated the cost of the converted unit at about $4,500. There was some discussion regarding the special fittings and equipment which would be needed. Mr. Jacobson pointed out that the 9 1/2 foot unit would be easily maneuverable even in winter. He volunteered to secure full information from the factory and report back to the Commission staff as soon as possible.

The booklet on the Five Valleys Federation of Libraries was then discussed. Mrs. Chadwick stated that this area badly needed help and that the people were receptive to the idea of cooperation. She explained that the bookmobile could be paid for in two years, a driver secured without difficulty, and professional staff provided by the various libraries involved in the project.

Miss Campbell suggested some revisions in the wording of the proposed plan. Mrs. Mast moved that the five-year plan, as presented by the Library Consultant, be accepted as the best possible plan for Montana. The motion was seconded by Mrs. Ewing and passed unanimously.

Mrs. Ewing read a statement adopted by the Library Board at Glasgow: "that the City-County Library Board go on record as approving the participation of the City-County Library of Glasgow, Montana, in the program created by the Library Services Act, and that the said City-County Library participate to the extent that its existing Budget, as now drawn and approved, will permit, with the express understanding that there can be no change in the manner in which the funds under the said Budget are to be expended."

The guests left in order that the Commission might proceed with its business session.

The chairman reported briefly on the executive session of the Commission which had been held in the morning. She stated that the Commission had voted unanimously that the title of the Library Consultant be changed to "Director of Library Services" in view of the responsibilities and requirements of the position in connection with the Library Services Act; that the position of Director of Library Services carry a salary of $6,000 a year, such salary to become effective at the time the Library Services Act is initiated in Montana; and that the salary of the Secretary be set at $5,100 for the 1957-1959 biennium.

Mrs. Ewing presented a letter she had received from the librarian in Malta, which indicated that the Phillips County Library would be unwilling to cooperate in a demonstration. She stated that Wolf Point, too, appeared to be indifferent. The opposition seemed to stem from an aversion to federal aid. Mrs. Mast suggested that the funds be referred to as a "Congressional appropriation." It was suggested that after the demonstrations in the western part of the state are successfully operating, the people who are now reluctant to participate may be won over. Mrs. Mast emphasized that there must be a constant flow of publicity.

The proposed move to Helena was discussed. The need for widespread publicity and appeal for support from Friends of the Library groups and other interested people was emphasized.

The question of providing space for headquarters of the Five Valleys Federation of Libraries was brought up. Mrs. Moore suggested that space might be available at the old Roosevelt School where District 1 has its administration offices. Location off the campus appealed to the group as offering greater prestige to the project and removing it from the "ivied halls" atmosphere. Other possible locations suggested were: Central School, First National Bank building, or the Missoula County High School.

Miss Campbell called attention to legislative matters which must be taken up at a meeting in September: changes in the law to provide for a larger Commission membership; longer terms for Commission members; an elective chairmanship; a building on the Capitol grounds for Commission headquarters; and the 1957-1959 budget request. The date for the meeting was tentatively set for September 14th in Helena.

The meeting adjourned.

Respectfully submitted,

Ellen Torgrimson

Ellen Torgrimson, Secretary

MEETING OF THE LIBRARY COMMISSION HELD ON AUGUST 15, 1956

The Montana State Library Extension Commission met in executive session in the office of the Chairman Wednesday morning, August 15 at 10:30 o'clock.

The meeting was called to order by the Chairman, Kathleen Campbell.

In addition to the Chairman those present were Mrs. Helen Ewing, Mrs. Eleanor Mast and Mrs. Winnafern Moore, representing Mary Condon.

The purpose of the meeting was to discuss the following matters:

A possible salary increase for the Library Consultant since Mrs. Catherine Chadwick has received an offer of a position from California at a much higher salary than she is receiving in her present position; and

A change in title for the Library Consultant in light of the additional responsibility which has been assigned to this position in connection with the passage of the Library Services Bill. After careful consideration of these two matters the following action was taken by the Commission members present:

> Mrs. Moore moved that in order for the Library Consultant to fulfill the responsibilities and requirements in connection with the Library Services Act, the title of Library Consultant be changed to Director of Library Services. The motion was seconded by Mrs. Mast and unanimously carried.
>
> Mrs. Ewing moved that (1) the position of the Director of Library Services carry a salary of $6,000 a year, such salary to become effective at the time the Library Services Act is initiated in Montana; (2) that the $1,000 needed to raise the salary of the Director from $5,000 (the present salary of the Library Consultant) to $6,000 be met either by taking $1,000 from federal funds which will be made available or by deducting $1,000 from the salary budget for clerical staff of the Commission, placing the clerical staff on federal funds; (3) that the salary of $6,000 a year for the Director be made a part of the budget of the Montana State Library Extension Commission for the biennium 1957-59. The motion was seconded by Mrs. Moore and unanimously carried.

In discussing Part 2 of the above motion members of the Commission agreed that the $1,000 increase in the salary of the Director should come from federal funds and not be taken from clerical staff salaries since the work of the Commission must be carried on in the usual process.

The salary of the Secretary was discussed for consideration in the biennial budget of 1957-59 and Mrs. Mast moved that the salary of the Secretary be placed at $5,100 for the biennium. The motion was seconded by Mrs. Ewing and unanimously carried.

The meeting was adjourned at 11:45 o'clock.

Respectfully submitted,

Helen Ewing

Helen Ewing
Secretary, pro tem

MONTANA
STATE LIBRARY EXTENSION COMMISSION
MISSOULA, MONTANA

OFFICE OF THE SECRETARY

MINUTES OF MEETING, SEPTEMBER 14, 1956

The State Library Extension Commission held a meeting in the State Department of Public Instruction Conference Room, Capitol Building, Helena, on September 14, 1956. Present were: Kathleen Campbell, chairman, Mrs. J. B. Mast, Helen M. Ewing, and staff members, Catherine Chadwick and Ellen Torgrimson.

The chairman called the meeting to order at 1:30 p.m. She announced that the minutes of the August 15 meeting had been mailed out and called for a motion of approval. A motion was made by Mrs. Mast, seconded by Mrs. Ewing, that the minutes be approved. The motion carried.

The chairman asked the secretary to read a copy of Governor Aronson's letter to Mrs. Frank Fulton, accepting her resignation from the Commission in view of the fact that she had moved from the state. Miss Campbell stated that she had tried to see the Governor that morning but found that he was out of town. She had talked to his Administrative Assistant, Wesley Castles, and urged (1) that an appointment be made as soon as possible; and (2) that a man be appointed, since librarians in the state had made this recommendation. She reminded the Commission that the names of Whitney Smith, Harold Nelson and Howard Hanrahan had been sent to the Governor in May for consideration in making appointments to the Commission. She reported that Mr. Castles had agreed to call the matter to the Governor's attention.

Miss Campbell stated that she had tried to arrange for Ross Toole to attend the meeting to discuss plans for building an addition to the Veterans and Pioneers Memorial Building. He, too, was out of town. She had discussed the matter with Mr. Bryant, Clerk of the State Board of Examiners. He stated that

there is no money in the Capitol Land Grant Fund; that a request for a building must be submitted to the Legislature, which may earmark funds or issue bonds for such purpose.

Mrs. Mast stated that this would be touchy legislation in view of the heavy demands of education and highway programs. She suggested that the solution appears to be a new source of revenue. She emphasized that the need for a building is acute and that, although it might be necessary to try several times, an appeal must be made to the 1957 Legislature.

Mrs. Ewing raised the question whether space might be available in one of the present buildings on the capitol grounds. Miss Campbell expressed the opinion that a request for a building must be placed before the Legislature now, and if that request is refused some other arrangement must be made to provide suitable quarters for the Commission, since the present headquarters are completely inadequate.

A motion was made by Mrs. Mast, seconded by Mrs. Ewing, that a plan be presented to the 1957 Legislature for housing the State Library Commission, and that the secretary be instructed to write a letter to the Governor advising him of the action of the Commission and giving reasons for this action. The motion carried.

Mrs. Mast stated that she planned to be in Helena on October 4, and would try to get an appointment to discuss the problem with the Governor.

Miss Campbell brought up the problem of supplying books for the Blind. She explained that the Seattle Public Library can no longer bear the administrative costs of distributing reading material for the Blind. Although books in Braille and Talking Books are supplied by the Federal government, the cost of administering the program averages about $12.00 per person. Montana has more than 300 blind residents and is asked to provide $3,600.00 a year to cover the cost of this service. The Seattle Public Library requested that State Library agencies in the

region assume responsibility for financing the program. Washington State has already passed legislation making this possible.

It was suggested that the Director of Library Services secure the names of Montana's blind residents and write to them, urging that they appeal to their legislators to support this program.

The tentative budget was brought up for consideration. The Commission decided to increase the allottment for postage to $750.00 to make possible increased communication by mail; the amount for printing to $500.00 to permit enlargement of the quarterly bulletin and freer use of information releases; the amount for telephone and telegraph to $200.00 to provide for emergency communication; and to add $600.00 to the travel fund to provide for more frequent meetings of the Commission. The sum of $3,600.00 was added to the budget to cover the cost of service to the Blind, and provision was made for increases in staff salaries. Mrs. Ewing moved, seconded by Mrs. Mast, that the revised budget of $30,997.02 for each year of the biennium be approved. The motion carried.

Miss Torgrimson pointed out that Explanation Sheets must accompany the budget when submitted to the State Controller. Miss Torgrimson and Mrs. Chadwick were instructed to compile the necessary information in justification of the budget request.

Miss Campbell brought up the question of changes to be made in the Commission law. She made the following suggestions: that the Commission be increased to five appointive members; that appointments be made for five-year terms; that all appointive members be lay people; that no more than three appointive members be of the same political affiliation; and that the chairman be elected from the membership for a two-year term. In the discussion which followed, Mrs. Mast suggested that other units of the University of Montana be represented. It was pointed out by Miss Campbell, however, that it would be advisable to have all lay people comprise the Commission membership; that she was remaining on the Commission for the

present, at the request of Commission members, for continuity and guidance purposes only, and that no further college librarians should be appointed. She pointed out that with additional members added to the Commission, with longer terms of service, and with a strong headquarters staff, there would be no further need for the University Librarian to be an ex officio member. She recommended that the law be re-evaluated in two years with a view to revising the law so far as the University Librarian is concerned. Mrs. Mast suggested that the revised law should specify that the Director of Extension Service at Montana State College be a member of the Commission.

At the request of the chairman, Mrs. Mast took the chair. Miss Campbell moved that the Commission law be revised by the 1957 Legislative Assembly, that information regarding the proposed changes be submitted to Edmund Toomey, and that he be asked to draft the law, since he is a member of the M.S.L.A. Legislative Committee. The motion was seconded by Mrs. Ewing and passed. Miss Campbell then resumed the chair.

In a discussion of the S.L.E.C. Manual, Miss Campbell stated that the Commission serves in the capacity of a Board of Trustees, whose duties include building up a strong headquarters staff and supplying guidance in carrying out the program of extension of library service. The respective duties of the Secretary and the Director of Library Services were discussed - the Secretary to be responsible for administration, the Director of Library Services for field work, publicity and promotion. The chairman stated that the headquarters staff should participate in preparing the budget, in preparation of material for the quarterly bulletin, and in book selection and should be kept informed regarding the field work. The staff was instructed to complete work on the Manual for presentation at the next meeting of the Commission.

Mrs. Chadwick announced that she hoped to be able to take two weeks' vacation following the regional meeting on the Library Services Act to be held in

Sacramento, October 11-13. She stated that Federal funds would not be available until after November 1st and that she could not wait that long for the increase in salary, approved by the Commission at its August meeting, to become effective when the project should get under way. Mrs. Ewing moved, seconded by Mrs. Mast, that the increased salary for the Director of Library Services be retroactive to August 1st. The motion carried.

Publicity regarding the Commission meeting was discussed. Mrs. Chadwick was instructed to submit news of the meeting, with special emphasis on the library service to the Blind, to the United Press and Associated Press representatives in Helena, and to take responsibility for all publicity for the Commission.

Miss Campbell stated that the M.S.L.A. and S.L.E.C. were working together on the P.N.L.A. Library Development Project, the Library Services Project and Legislation, and that a permanent Consultant Committee had been formed at the July meeting of librarians in Great Falls.

The chairman announced that another meeting of the Commission might be necessary in November.

The meeting adjourned.

Respectfully submitted,

Ellen Torgrimson

Ellen Torgrimson

Secretary

MONTANA

STATE LIBRARY EXTENSION COMMISSION

MINUTES OF MEETING, November 9, 1956

The State Library Extension Commission held a special meeting on Friday, November 9, at 1:30 p.m., in the conference room of the State Department of Public Instruction. Present were: Kathleen Campbell, Chairman, Mrs. Eleanor Mast and Mrs. Helen Ewing, members of the Commission, Ellen Torgrimson, Secretary, and Mrs. Catherine Chadwick, Director of Library Service. The Montana Library Association was represented by Mrs. Marjorie Moores, President, and members of the Legislative Committee: Mrs. Leo C. Graybill, Chairman, Mrs. John Marchi and Mrs. Peter Meloy. Miss Harriet Miller, Superintendent-elect of the State Department of Public Instruction, and Dr. K. Ross Toole, Director of the Historical Society of Montana, also attended.

The chairman called the meeting to order. She announced that if there were no corrections, the minutes of the September 14th meeting would stand approved as distributed. She explained that the meeting had been called to consider legislative matters which the Commission wished to present to the 1957 Legislative Assembly. She referred to the meeting held on February 5th, at which the M.S.L.A. Legislative Committee was represented and its support of these measures solicited.

The chairman stated that the Commission's legislative program included an increased budget for the 1957-1959 biennium, a headquarters building in Helena, and revision of the Commission law. She called upon Dr. Toole to discuss the possibilities of an addition to the Veterans and Pioneers Memorial Building on the Capitol grounds.

Dr. Toole stated that the logical place for the Commission was in Helena. He said that an addition to the Veterans and Pioneers Memorial Building would be economical because only three walls would need to be constructed, and the new wing

would tie into the heating, plumbing and air-conditioning system of the present building. This would cut the cost considerably. He stated that tentative plans, which had been drawn up in February by the firm which designed the present building - McIver, Hess and Haugsjaa, Architects -, provided for quarters for the Commission on the first floor and a sorely-needed State Auditorium on the second floor, at a cost of less than $100,000. He suggested that publicity releases emphasize the desperate need for both of these facilities and the economy of an addition to an existing building as opposed to a separate construction. He stated that he did not know whether money would be available from the Capitol Land Grant Fund. If the fund were too heavily encumbered, he suggested that an attempt be made to secure an appropriation for the building through taxes. He pointed out that the Commission had nothing to lose by submitting such a request at this time, and that the response to its needs might be surprisingly favorable. He stated that librarians have an unique lobbying position, since there is at least one library in every county, but he emphasized that much spadework needed to be done before January when the legislature convenes.

Dr. Toole and Mrs. Chadwick left the meeting to investigate the status of the Capitol Land Grant Fund. Later Mrs. Chadwick returned with the following report:

> Bonds to the amount of $650,000 covering repairs and remodeling within the Capitol, are in the hands of the court, not yet issued.
>
> Amount presently in the Capitol Land Grant Fund totals $198,724.55. Money is accruing at the rate of $15,000-$20,000 monthly from sale of timber from state lands.
>
> In negotiation at present is an exchange of land with the Federal government involving land in Glacier Park. An agreement may be consummated at any time and will, at the present estimate, add to the Capitol Land Grant Fund about $100,000 a year above present income.
>
> Possible legislation: Submission of an appropriation bill contingent upon accumulation in the Capitol Land Grant Fund of moneys in excess of commitments..

In the discussion of action to be followed in regard to legislation, Mrs. Moores pointed out the wisdom of working slowly and building up in the public mind a realization of the need. She emphasized the effectiveness of pictures as a means of showing the inadequacy of present facilities. Mrs. Graybill stated that, while preliminary work is important, promises made at this time by the legislators cannot always be fulfilled, and that the critical time is after the Legislature has organized and committee appointments have been made. She questioned the wisdom of asking for both an increase in the budget and funds for a building. The group acknowledged the fact that a request for funds for a building might not be granted by the 1957 Legislative Assembly but agreed that the appeal must be made. Miss Campbell stated that while the present headquarters at Montana State University were most unsatisfactory, there was no threat of imminent removal of the Commission from the campus. She added that Montana's is the only state library agency not located at the capital, and that the state has a responsibility to provide suitable quarters for the Commission in Helena.

Mrs. Graybill suggested that an appointment be made with the Governor to inform him of the needs of the Commission and solicit his support for the proposed building; that if he were not receptive to the idea, he should be asked to suggest alternative quarters in Helena; and that if his support were not forthcoming, other avenues of approach should be explored. Mrs. Mast agreed to secure an appointment with the Governor to present the Commission's problem. Miss Campbell offered to solicit the support of Montana State University President McFarland. Miss Miller was asked to speak to the Governor on behalf of the Commission.

A motion was made by Mrs. Mast, seconded by Mrs. Ewing, that funds for a building be requested through the Capitol Land Grant Fund, or, if that were not possible, through a legislative appropriation. The motion carried.

The proposed budget request was discussed. Mrs. Graybill and Mrs. Moores stated that the effectiveness of field work had been questioned. It was pointed out that a great deal of field work had been done, particularly in the western part of the state; that the passage by Congress of the Library Services Act had necessitated a great deal of work on plans for implementing the Act in Montana; that the plans were well-developed, with one region already activated and others ready to get under way as soon as the funds would be available; that the moving of the library in October and the absence on leave of the Secretary had curtailed travel by the Library Consultant to a certain degree. The Commission members were warm in their praises of the work of the Library Consultant, now designated as Director of Library Service.

Mrs. Chadwick presented a report of her activities in the state, which had been motivated toward preparing the libraries to participate in the plan for extending and improving library service through a system of federated libraries.

The chairman explained that the increase in the budget would provide for the administration of library service for blind persons; nominal salary increases; more adequate funds for communication with libraries throughout the state by telephone, telegraph, mail service and personal visits; more frequent meetings of an enlarged Commission; and more effective public relations. She assured the M.S.L.A. representatives that the help of the Association was needed in working for the budget and the building.

Miss Campbell presented copies of an amendment to the Commission law, which had been drafted by a member of the Montana State University Law School faculty, with the following provisions: an increase in the membership of the Commission from three members to five, all appointive members to be lay people, no more than three to be of the same political affiliation, appointments to be made for five-year terms, and the chairman to be elected from the membership for a two-year term.

After some discussion, the wording was changed to rpovide for inclusion of the Director of the State Extension Services as an ex officio member of the Commission and making the chief librarian of one of the units of the University of Montana eligible for membership. These changes were approved by two members of the Commission with one member dissenting. In discussing the matter, Miss Campbell stated that she did not favor this plan for two reasons, (1) that unless an ex officio member of the Commission attended the meetings instead of sending a delegate, the purpose for placing such a person on the Commission was defeated; and (2) that if a professional librarian were to be a member of the Commission it should not be a college librarian, but a qualified librarian from a public or county library, since the Commission was set up in the interests of public libraries, and it was for this reason that she had wanted for the past many years to be removed from the Commission.

The chairman asked Mrs. Mast if she would take the responsibility of having this bill introduced in the Legislature. Mrs. Mast replied that her duties as a member of the State Citizens Committee prevented her from taking this responsibility, whereupon the chairman asked Mrs. Graybill, as chairman of the M.S.L.A. Legislative Committee if she would be willing to do this. Mrs. Graybill agreed.

The meeting adjourned.

Respectfully submitted,

Ellen Torgrimson
Secretary

MINUTES OF THE EXECUTIVE SESSION
OF THE MONTANA STATE LIBRARY EXTENSION COMMISSION
HELD MARCH 12, 1957

The Montana State Library Extension Commission met in executive session in Helena on Tuesday afternoon, March 12, at 1:30 o'clock, in a conference room of the Department of Public Instruction.

The meeting was called to order by the Chairman, Kathleen Campbell.

Members in attendance, in addition to the Chairman, were Mrs. J. B. Mast, Mrs. Helen Ewing, Miss Harriet Miller, Superintendent of Public Instruction, and Dr. Amos R. Little.

The Chairman introduced Dr. Little, the newly appointed member to the Commission.

The Chairman presented letters of resignation from Mrs. Catherine S. Chadwick, Director of Library Services for the Commission, and Mrs. Florena I. Vinal, Circulation Librarian. Both letters gave as the reason for resignation a lack of cooperation and communication on the part of the Secretary of the Commission.

The internal situation in Commission headquarters was discussed at length with the following action being taken:

Mrs. Mast moved that the Commission accept with regret the resignation of Mrs. Chadwick, effective March 31, granting the month of April as annual leave. The motion was seconded by Mrs. Ewing, and carried;

Mrs. Ewing moved that the resignation of Mrs. Vinal not be accepted by the Commission. The motion was seconded by Mrs. Mast, and carried;

The Commission agreed on the following statement: That the State Library Extension Commission is concerned with the situation existing in Commission headquarters which has resulted in the resignations of Mrs. Chadwick and Mrs. Vinal. It is the feeling of the Commission that Miss Torgrimson is not in sympathy with the policy and general philosophy of the Commission, and for this reason, the Commission wishes to offer Miss Torgrimson an opportunity to appear before the Commission to discuss these matters.

Dr. Little outlined briefly the history of the Bill introduced in the 1957 Legislature which requested an appropriation from the Capitol Land Grant Fund to construct a building to house Commission headquarters in Helena. He stated that the Bill had been killed in Committee, due, probably, to the fact that an amendment to the Enabling Act had been passed by the U.S. Congress, permitting moneys in the Capitol Land Grant Fund to be used for repairs to the Capitol. The Enabling Act had designated that the moneys in the Fund must be used for buildings on the Capitol grounds. Had the amendment not passed when it did, Dr. Little stated that the Commission was in a favorable position of competition with other organizations requesting appropriations from the Land Grant Fund.

The Chairman stated that the proposed bill recommending a change in the composition of the State Library Extension Commission had not been introduced in the 1957 legislative session. She stated that members of the Commission, as well as Mrs. Leo Graybill, Chairman of the Legislative Committee of the State Library Association, were of the opinion that a change should not be made at this time when Montana's library development program in connection with the Library Services Act is getting underway. Commission

members agreed that a change in the Commission Law required further study.

The Chairman described briefly for the new Commission members the crowded and dilapidated quarters now occupied by the Commission office on the Montana State University Campus. She asked Dr. Little if he would bring this matter before the State Board of Examiners and request adequate space in Helena to house Commission headquarters.

The matter of traveling expenses for Commission headquarters staff was discussed. The Chairman informed the Commission members that, although the Law stated that "The Secretary and assistants shall be allowed their actual expenses while absent from the Commission office in the service of the Commission," the Secretary and the Chairman of the Commission had been informed by the State Board of Examiners back in 1946 that only the regular per diem would be allowed. Dr. Little was asked by the Chairman to secure an opinion from the Attorney General's office on this point.

The Chairman suggested that the Commission discontinue its publication MONTANA LIBRARIES and request a section for Commission news in the MONTANA LIBRARY QUARTERLY, the publication of the State Library Association. She informed the Commission that her reasons for this suggestion were as follows:

(1) That the Quarterly duplicates information contained in the Commission's publication;
(2) That the Quarterly is a more inclusive publication than MONTANA LIBRARIES due to the fact that it is supported by advertisements carried in the Quarterly, and costs the State Library Association nothing to publish. Furthermore, the publication is mimeographed; and
(3) That MONTANA LIBRARIES is expensive to maintain as it is a printed publication and because it is issued from a state board, may not carry advertisements.

The Chairman recommended that the members of the Commission give consideration to this matter and that it be discussed further at another meeting.

In discussing the Commission's publication, the question was raised as to the advisability of more frequent communication from Commission headquarters to keep Commission members informed as to the activities of the Commission and the progress in library development throughout the state. The recommendation was made that the Secretary prepare a monthly newsletter to be sent to members of the Commission and to public librarians in the state as well.

Before ajournment, the Commission prepared the following statement in appreciation of Catherine Chadwick:

> Although Catherine Chadwick has been Director of Library Services for the Commission for only a year and eight months, the contribution she has made to Montana has been outstanding. In cooperation with public libraries in the state, she outlined a plan for library development in connection with the Library Services Act. At the conference of officials of the U.S. Department of Health, Education, and Welfare, held in Sacramento in November 1956, with state librarians of the Western Region, the plan was praised by the federal officials and recommended as an example for other states. However, even before Montana's plan was approved officially, Mrs. Chadwick had undertaken two demonstrations in the state--one in the Northwest part and one in the West central part with the enthusiastic cooperation of the librarians, civic groups, and individuals.

The state of Arizona is to be congratulated upon securing Mrs. Chadwick's services. Her leaving is a serious loss to Montana, but she has given an impetus to library development which cannot help but go forward under strong leadership. The members of the State Library Extension Commission wish Mrs. Chadwick success and happiness as she undertakes her new duties as Extension Librarian for the state of Arizona.

The meeting ajourned at 5:45 o'clock.

Harriet Miller
Secretary pro tem

MINUTES OF THE EXECUTIVE SESSION
OF THE MONTANA STATE LIBRARY EXTENSION COMMISSION
HELD APRIL 23, 1957

The Montana State Library Extension Commission met in executive session in Helena on Tuesday afternoon, April 23, at 1:30 o'clock, in a conference room of the Department of Public Instruction.

The meeting was called to order by the Chairman, Kathleen Campbell.

Members in attendance, in addition to the Chairman, were Mrs. J. B. Mast, Mrs. Helen Ewing, and Dr. Amos R. Little. Miss Harriet Miller, Superintendent of Public Instruction, was unable to attend due to being called out of the city.

The minutes of the previous meeting were approved as distributed.

Miss Campbell reported that the Commission budget was passed by the Legislature as requested.

Miss Campbell reported on a conference with the Board of Examiners regarding the payment of the balance of salary due Mrs. Chadwick. It was suggested that the Chairman write a letter to the Board of Examiners recommending that the bill be paid by transferring the needed amount from Federal funds to Commission funds. The Chairman agreed to write the letter.

It was moved by Dr. Little and seconded by Mrs. Ewing that the Commission request an opinion from the Attorney General as to the proper method of paying the traveling expenses of the Commission staff. Motion carried.

Dr. Little reported on his findings to date in securing adequate housing for the Commission in Helena. He is to continue his research.

The secretary read a letter from Mrs. Chadwick expressing her appreciation of the fine cooperation given her by the Commission during her stay in Montana.

Mrs. Ruth O. Longworth was called into the session for an interview. The Commission then offered her the position of Secretary to the Commission which she accepted. She is to begin her duties June first.

The Commission expressed its appreciation of the services rendered by Miss Torgrimson during her years as Secretary to the Commission and especially the building of the excellent book collection and her fine service to the people of Montana.

The Chairman announced that unless some business arises, there will be no Commission meeting during the Montana State Library Association conference in Butte, May 3, 4, and 5.

The meeting adjourned at 4:00 o'clock.

Helen Ewing

Helen M. Ewing (Mrs. R. L.)
Secretary pro tem.

MINUTES OF THE MEETING OF THE MONTANA STATE LIBRARY EXTENSION COMMISSION

HELD ON SEPTEMBER 17, 1957

A meeting of the State Library Extension Commission was held in Helena in the Conference Room of the Department of Public Instruction on Tuesday afternoon, September 17, at 1:30 o'clock.

The meeting was called to order by the Chairman.

Those in attendance in addition to the Chairman were Mrs. Helen Ewing, Miss Harriet Miller, Dr. Amos R. Little, Jr., and the Secretary, Mrs. Ruth Longworth.

The Minutes of the meeting of April 23 were approved as distributed.

The first matter to come before the meeting was an increase in salary for two members of Headquarters staff--Mrs. Florena Vinal and Miss Fay McPhearson. The Chairman explained that in answer to her letter of August 20, regarding increases for these people, (copy of letter attached to these minutes) four members of the Commission had voted in favor of the above increases, but that one member of the Commission was of the opinion that before the recommended increases were made, a full discussion in a Commission meeting would be advisable since there were several points in question in the mind of this Commission member; namely, the effect upon the Commission's budget in making these increases, the advisability of raising Mrs. Vinal's basic salary in the amount of $1200.00 in one year rather than a $600.00 increase a year for each of two years, Mrs. Vinal's qualifications, her duties, etc.

The Chairman turned the meeting over to the Secretary who explained the situation stating that Mrs. Vinal was a trained librarian, that she had had previous library experience before becoming a member of the Commission staff, that she had been on the staff for five years, and that she had been willing to work at a salary lower than that paid to trained librarians because the budget for the Commission had been small. However, with the additional appropriation made available to the Commission through the Library Services Act, Mrs. Vinal had expressed dissatisfaction with her salary, especially in light of the fact that a library consultant employed for the Five Valleys Federation was receiving a base salary of $4800.00. The Secretary also explained that with the increase in salaries made to Mrs. Vinal and Miss McPhearson the Commission would not exceed its allocations. Dr. Little moved that the salaries as recommended in the Chairman's letter of August 20, be allowed and that they become retroactive to September 1, 1957. The motion was seconded by Mrs. Ewing and carried unanimously.

In discussing the matter of salary increases Dr. Little stated that being a new member of the Commission he did not know the actual amount of the Commission's budget or the amount of money received through the Library Services Act. He also stated that he was not familiar with Montana's Library Development Plan. Through an oversight this information was not

sent to Dr. Little by the former Secretary of the Commission. The Chairman recommended that a copy of the Plan for Montana under the Library Services Act be sent to each member of the Commission together with a breakdown of the regular Commission budget and the additional allocation made through the Library Services Act.

The next matter to come before the Commission was that of enlarged headquarters for the Commission staff since with the two demonstrations under way in the western part of Montana through the Library Services Act, headquarters staff had had to be increased. The Secretary explained that the staff could not continue to operate in the present crowded quarters on the University campus, and that some other arrangement would have to be made. She stated that two buildings with adequate work area and with live storage for a bookmobile had been investigated--one south of Missoula which could be secured at $450.00 a month on a one year lease, and the other a building, formerly occupied by the Telephone Company, directly across the street from the Post Office, which could be had for $350.00 a month and a five year lease. At this point discussion took place as to the possibility of moving Commission headquarters to Helena. There were two points to be considered in this suggestion: (1) that with the repair work to be done on the Capitol building and the need for space in Helena to take care of offices now in the Capitol, space in Helena would be at a premium; and (2) that a move to Helena at the present time would hamper the two demonstrations now under way in the western part of Montana since the Secretary would lose her complete headquarters staff. The recommendation was made that the State Board of Examiners be consulted as to the possibility of space, either in Helena or Missoula, and the Chairman asked Dr. Little to bring this matter before the State Board of Examiners. At this point it was necessary for Dr. Little to leave the meeting for an appointment. Discussion continued regarding the matter of quarters for the Commission staff. In light of the facts presented by the Secretary and upon the recommendation of the Secretary, Mrs. Ewing moved that the matter of a five-year lease be investigated with the State Board of Examiners and that if such a lease were legally possible the Commission enter into a five-year lease for rented quarters with the approval of the State Board of Examiners. The motion was seconded by Miss Miller and passed. The suggestion was made that the Chairman and Dr. Little go before the Board of Examiners for clarification on this point.

The Chairman reported that with the Library Development Plan now in operation in Montana, the HANDBOOK for the Commission staff should be revised by the staff and a copy sent to each member of the Commission. She further stated that the BY-LAWS of the Montana State Library Extension Commission which were drawn up in February 1948, should be revised by the Commission members.

There being no further business the meeting adjourned.

Respectfully submitted

(Mrs.) Ruth O. Longworth, Secretary
Montana State Library Extension Commission

MINUTES OF THE MEETING
OF THE
MONTANA STATE LIBRARY EXTENSION COMMISSION
NOVEMBER 10, 1957

A meeting of the Montana State Library Extension Commission was held in Helena, Montana, at the Placer Hotel on Sunday afternoon, November 10, at 1:30 o'clock.

The meeting was called to order by the Chairman, Kathleen Campbell.

Those in attendance in addition to the Chairman were Mrs. J. B. Mast and Dr. Amos R. Little, Jr. Mrs. Ruth O. Longworth, Secretary of the Commission, also was present. Mrs. Helen Ewing and Miss Harriet Miller were not able to attend.
The minutes of the meeting of September 17 were approved as distributed.
The purpose of the meeting was to approve the appointment of an assistant to the Secretary. Mrs. Longworth recommended Miss Marguerita McDonald, a member of the staff of the Montana State College Library on leave to the College for archival research. Mrs. Longworth stated that she had approached Miss McDonald regarding the above position and that she had indicated a real interest in it. After a full discussion of Miss McDonald and her qualifications, Mrs. Mast moved that Miss McDonald be appointed as Assistant to the Secretary as of February 1, 1958, at a salary of $5500.00 a year, the salary now received by Miss McDonald in her present position. The motion was seconded by Dr. Little and carried unanimously. Although Miss Miller and Mrs. Ewing could not be present, they had forwarded letters to the Commission endorsing the appointment of Miss McDonald.

Prior to the meeting the Secretary had sent to each Commission member a breakdown of the operating budget of the Commission as well as a summary of the supplemental funds received through the Library Services Act.

Mrs. Longworth recommended that the legislative budget for 1959-61 include an item covering salaries for all members of the Commission staff as well as an increased budget covering all operating expenses of the Commission, thus releasing the supplemental funds for the Library Development Program throughout the state.

A summary of each field trip made by Mrs. Longworth since July 1, together with a report of headquarters activities since September 17, was presented to each Commission member.

Dr. Little raised the question as to whether or not an opinion had been received from the Attorney General regarding traveling expenses for Commission headquarters staff as requested by the Chairman of the Commission in a letter to the Attorney General dated May 2, 1957. The Chairman reported that no such opinion had yet been received. Dr. Little stated that he would personally see the Attorney General and ask for a ruling.

In discussing new quarters for the Commission staff, Dr. Little moved that the Secretary write a letter to President McFarland expressing the deep appreciation of the Commission to the University for providing headquarters for the Commission staff from January, 1946 to the present time. The motion was seconded by Mrs. Mast and carried unanimously.

Discussion took place as to ways and means in which influence might be brought to bear upon the next legislature to secure the necessary budget to meet the needs of the Commission.

There being no further business to come before the members, the meeting was ajourned at 4:00 o'clock.

Respectfully submitted

(Mrs.) Ruth O. Longworth, Secretary

PB-3376-2-SB
513-19